

# POULSBO CITY COUNCIL MEETING OF DECEMBER 17, 2008

## MINUTES

**PRESENT:** Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph.  
Staff: Boltz, Booher, Kasiniak, Loveless, Stephens, Swiney.

**ABSENT:** Councilmember Stern.

### MAJOR BUSINESS ITEMS

- \* \* \* Claims November 1 – 30, 2008
- \* \* \* Minutes of December 3, 2008 City Council Meeting
- \* \* \* Budget Amendment; BA#28-0411 Traffic Demand Management
- \* \* \* Budget Amendment; BA#28-0412 2007 and 2008 Unanticipated Revenues
- \* \* \* Budget Amendment; BA#28-0413 North Kitsap Pool Contribution
- \* \* \* Budget Amendment; BA#28-0414 2008 Unanticipated Revenues
- \* \* \* Budget Amendment; BA#28-0415 Parks and Recreation Budget
- \* \* \* Budget Amendment; BA#28-0416 Prisoner Boarding
- \* \* \* Budget Amendment; BA#28-0417 Consultant Deposits
- \* \* \* Budget Amendment; BA#28-0418 Centennial Celebration
- \* \* \* Ordinance 2008-21, Adoption of 2009 Budget
- \* \* \* Ordinance 2008-22, Utility Rate Ordinance
- \* \* \* Workshop - Low Impact Development
- \* \* \* Engineering Fees

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

Mayor Quade called the meeting to order in the Council Chambers at 7:02 PM and lead the Pledge of Allegiance.

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

- a. City Hall Update: Public Works Director Loveless reported the Kitsap County Consolidated Housing Authority project management contract ended on the December 15, 2008; and he would be acting as the interim project manager. Loveless provided an overview and timeline for the Owner's Representative position.

The Council discussed how information regarding the project would be reported back to the Council, ensuring that the Council would be informed on the progress, changes and finances. Mayor Quade reported the interview committee for the Owner's Representative will be comprised of

Councilmember Rudolph and Erickson and herself; and would like one additional Councilmember to be a part of the committee.

- b. Mayor Quade announced the Comprehensive Plan will be released on January 21, 2009, a Joint meeting with the Council and the Planning Commission is scheduled for on January 27, 2009 and a public Open House on February 5, 2009. The land capacity analysis has been completed and has been submitted to the Office of Financial Management for review.

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

- a. Councilmember Erickson received Council concurrence, to reschedule Business Item c, Low Impact Development workshop to a later date, due to the inclement weather.
- b. Councilmember Lord presented the Kitsap Continuum of Care Coalition program which provides shelter to the homeless during severe weather. Lord advised she is working with First Lutheran Church to provide shelter for the homeless in the North Kitsap area.
- c. Councilmember Rudolph reported the North Kitsap Baptist Church held its first Soup Kitchen last night, which will be offered the first Tuesday of each month.

### **4. COUNCIL COMMITTEE REPORTS (FOR ITEMS ON CURRENT AGENDA)**

- a. Finance/Administration Committee: Councilmember Erickson reported on discussion regarding the Centennial Celebration budget amendment; and the decreased sales tax revenue of 18.9% for the month of September.

Finance Director Booher explained the increased expenditures and revenues for the Centennial Celebration sculpture, noting the net result is a reimbursement to Revenue Stabilization of \$6,755.

### **5. CITIZEN COMMENTS**

- a. June Cotner commended Councilmember Lord for her work on providing shelter for the homeless. Cotner commented on statements and actions by Councilmembers.
- b. Molly Lee expressed her concern with the Council's procedures and actions; also commenting on the urban growth area in the western area of the City.

- c. Peggy Fiorini, Raven Blue's, expressed her opposition to the implementation of the Traffic Demand Management (TDM) phase one; presented a petition comprised of 38 businesses, against the TDM recommendation and a letter from the Poulsbo Police Department stating there have been no reported accidents and incidents downtown.
- d. Kay Mork, Coco, commented on the possibility of having to close her downtown business and expressed her opposition to the implementation of the Traffic Demand Management recommendations.
- e. Tom Foley commended Councilmember Lord on her bringing a severe weather shelters to Poulsbo and commented on the number of people involved with the City Hall project.
- f. Marie Sipple commented on the diminished traffic and sales to downtown merchants, and her opposition to the implementation of the Traffic Demand Management recommendation.

## **6. CONSENT AGENDA**

**MOTION:** McGinty/Crowder. Move to approve Consent Agenda items a through j.

Motion carried unanimously. Absent: Councilmember Stern.

The items listed are:

- a. Claims November 1 – 30, 2008
- b. Minutes of December 3, 2008 City Council Meeting
- c. Budget Amendment; BA#28-0411 Traffic Demand Management
- d. Budget Amendment; BA#28-0412 2007 and 2008 Unanticipated Revenues
- e. Budget Amendment; BA#28-0413 North Kitsap Pool Contribution
- f. Budget Amendment; BA#28-0414 2008 Unanticipated Revenues
- g. Budget Amendment; BA#28-0415 Parks and Recreation Budget
- h. Budget Amendment; BA#28-0416 Prisoner Boarding
- i. Budget Amendment; BA#28-0417 Consultant Deposits
- j. Budget Amendment; BA#28-0418 Centennial Celebration

## **7. MAJOR BUSINESS ITEMS**

### **a. Ordinance 2008-21, Adoption of 2009 Budget**

Finance Director Booher reported the proposed 2009 Budget is being brought forward as presented at the last Council meeting, noting there is a potential change to the budget for benefits for exempt employees and Police Officers. If a new benefits contract is put in place, a budget amendment will be brought forward.

**MOTION:** Erickson/McGinty. Move to approve Ordinance 2008-21, an ordinance of the City of Poulsbo's adoption of the Annual Budget of the City, for the fiscal year commencing on January 2, 2009, and approving an ordinance summary for publication.

Motion carried unanimously. Absent: Councilmember Stern.

**b. Ordinance 2008-22, Utility Rate Ordinance**

Public Works Director Loveless presented the ordinance to adjust utilities rates and charges. In response to Councilmember McGinty's question, Finance Director Booher advised the financial management policy that was recently adopted states the City will review City fees periodically. Councilmember McGinty suggested that language be added to the ordinance that states the rates will be reviewed biannually.

**MOTION:** Lord/McGinty. Move that the Council authorize the Mayor to sign the Ordinance 2008-22, as amended to include a biannually Council review of the water, wastewater and stormwater rate structure and fees; to adjust utilities rates and charges, providing for severability, and establishing an effective date of January 1, 2009.

Motion carried unanimously. Absent: Councilmember Stern.

**c. Workshop - Low Impact Development**

This item was removed from the agenda until a later date.

**d. Engineering Fees**

This item was removed from the agenda until a later date.

**8. DEPARTMENT/COMMITTEE REPORTS**

**a.** Police Chief Swiney reported the information presented during citizens comments regarding accident history information, was a public records request, stating there was no accident history based on the dates that were requested.

**b.** Councilmember Berry-Maraist reported on the upcoming Washington State Department of Transportation ferry meeting on January 13, 2009 at the Bainbridge Commons and January 14, 2009 at the Kingston Yacht Club, which will allow for public comments on the proposed funding and rates for the ferry season. The draft proposal will be available for review on December 19, 2008.

**c. Public Safety/Legal Committee- Councilmember Crowder reported:**

- Councilmember Rudolph will be the chair of the committee for 2009;
- Municipal Court collected approximately double the fees during amnesty month (November) and the jail bill would be higher for that month, due to increased warrants;
- Chief Swiney has been working on a youth advisory board with the North Kitsap School District to encourage interaction with the Police Department among the youth;
- The latest candidate for the Lateral Police Officer position did not make it through the entire interview process, however more interviews will be scheduled in mid January 2009.

**d. Councilmember Erickson reported on:**

- Washington State Department of Transportation ferry meeting regarding funding, expressing her disappointment in the information provided;
- Finance Director Booher and she will be monitoring the sales tax data from the downtown merchants with regard to the implementation of the Traffic Demand Management recommendations;
- Complimented Finance Director Booher for her hard work on the preparation of the 2009 budget.

**9. CONTINUED COMMENTS FROM CITIZENS**

- a.** June Cotner commented on the survey performed by the Historic Downtown Poulsbo Association, regarding Traffic Demand Management (TDM) recommendations.
- b.** Peggy Forini reported on a conversation with Fire Marshall Jerry Cooper regarding the affect speed bumps and raised cross walks have on emergency vehicles and recited a letter from Daniela Siegenthaler, Rubber Sole, in opposition of the TDM recommendations.

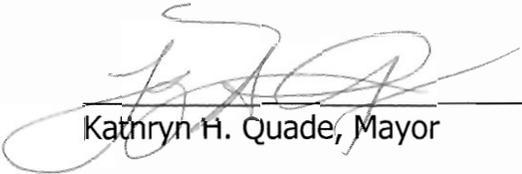
**10. COUNCILMEMBER COMMENTS**

- a.** Councilmember McGinty commented on the opposition from downtown merchants regarding the Traffic Demand Management (TDM) recommendation, suggesting the implementation be delayed until the sales tax revenue can be reviewed and a clear understanding of downtown merchant's position on the TDM.

- b. Councilmember Berry-Maraist commented on the importance of placing a couple stop signs and a raised speed table, and the revision of the 5-way intersection, due to pedestrian safety. Berry-Maraist also commented on the allegation of her conflict of interest with the TDM, noting that she resides approximately seven blocks away from the nearest intersection affected by the TDM.
- c. Councilmember Crowder expressed her support of downtown businesses, and stated the intent of the TDM was to assist downtown and merchants, and encouraged more merchants to attend the Historic Downtown Poulsbo Association (HDPA) meetings to voice their opinions.
- d. Councilmember Lord commented on the struggling downtown merchants, and suggested that the implementation of the TDM be delayed for a few months, to gather further input from merchants and allow merchants to get through the traditional winter down turn. Lord encouraged merchants to attend (HDPA) meetings to receive information and give their input.
- e. Councilmember Erickson reported the Economic Development Committee will be meeting on January 14, 2009 to set the agenda for the Joint meeting with downtown merchants, and the Port of Poulsbo, on January 28, 2008.
- f. Councilmember Rudolph commented the intent of the TDM study was to calm traffic, address pedestrian safety and correct current intersection problems, such as the 5-way intersection. The goal of the stakeholders group was to implement phase one of the TDM no later than Viking Fest. Rudolph also voiced his disagreement with an article emailed to the Council regarding the history of Poulsbo.

## 11. ADJOURNMENT

**MOTION:** Rudolph/McGinty. Move to adjourn at 9:10 PM.  
Motion carried unanimously. Absent: Councilmember Stern.

  
Kathryn H. Quade, Mayor

ATTEST:

  
Jill A. Boltz, City Clerk