

POULSBO CITY COUNCIL MEETING OF JANUARY 14, 2009

MINUTES

PRESENT: Councilmembers: Berry-Maraist, Erickson, Lord, McGinty, Rudolph, Stern.
Staff: Berezowsky, Boltz, Booher, Kasiniak, Loveless, Stephens, Swiney.

ABSENT: Mayor Quade and Councilmember Crowder

MAJOR BUSINESS ITEMS

- * * * Claims – December 31, 2008
- * * * Minutes of November 19, 2008
- * * * Noll Road Corridor Study
- * * * Engineering Fees

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Deputy Mayor Lord 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. Deputy Mayor Lord congratulated the newly crowned Miss Poulsbo, Heidi Nix and Miss Kitsap, Hannah Orlando.
- b. Deputy Mayor Lord read into the record a proclamation signed by Mayor Quade, proclaiming Monday, January 19, 2009 as Dr. Martin Luther King Jr. Day.
- c. Deputy Mayor Lord announced the release of the draft Comprehensive Plan at the January 21, 2009 Council meeting, and advised of the following meetings:
 - Joint City Council and Planning Commission Kick-off Workshop, January 27, 2009 at 6:00 PM.
 - Community Open House, at the Poulsbo Fire Hall, February 10, 2009 at 5:00 PM
- d. City Hall Update: Public Works Director Loveless provided an update on the City Hall project, with the focus on finalizing the interior spaces of the courts, the Information Technology (IT) and electrical infrastructure. Permit plans will be ready next week to submit for permitting. The

advertisement for the Owners Representative position closed today, with interviews scheduled for January 29, 2009.

Councilmember Stern questioned whether or not the City Hall project would qualify for the Federal Economic Stimulus program. Assistant Public Works Director Kasiniak explained the eligible projects for the Federal program only include bridge and highway improvements. Loveless advised other organizations, such as Association of Washington Cities, have similar stimulus programs which he has submitted the City Hall project for consideration.

Deputy Mayor Lord advised of the possibility of applying for a grant through Puget Sound Energy, to install energy efficient equipment in the new City Hall.

Councilmember Rudolph noted the Project Team had reviewed the qualifications for the constructability review consultant, with an estimated cost of \$20,000. Rudolph also noted a color board is being developed so the Council and public can view the interior finishes.

Councilmember Erickson complimented Public Works Director Loveless for his work on the Project Team as the interim Project Manager and the procedure manual created for the Owners Representative.

3. MAYOR AND COUNCIL DISCUSSION

- a. Councilmember Berry-Maraist:
 - Requested Mayor Quade address citizen concerns and comments regarding Dolphin Dance Studio's pole dancing class, at next weeks Council meeting.
 - Commented on her attendance at a meeting regarding the proposed ferry long range plan and funding.

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

- a. Public Works Committee: The committee revised the statement of work with the Noll Road Corridor Study consultant, due to a revision of Languanet access to Lincoln Road. The recommended revisions will be made during the Noll Road Corridor presentation.

5. CITIZEN COMMENTS

Deputy Mayor Lord reminded Council and citizens, comments should be courteous, business related and directed to the Council and Mayor only.

- a. Bill Austin commented on the speeders downtown and the concern regarding pole dancing classes, which he is in support of.
- b. Jan Wold commented the City has under reported occupancy numbers to the state. As such, the City has not received the full amount of State funding.
- c. Molly Lee expressed her opposition to the potential annexation of the western urban growth area.
- d. Marie Sipple, Shorelines Gallery, commented on the downtown merchant petition done by Wally Harrison, regarding the Traffic Demand Management and noted the statement on that petition was misleading.

6. CONSENT AGENDA

MOTION: Rudolph/McGinty. Move to approve Consent Agenda items a and b.

Motion carried unanimously. Absent: Councilmember Crowder.

The items listed are:

- a. Claims – December 31, 2008
- b. Minutes of November 19, 2008

7. MAJOR BUSINESS ITEMS

a. Noll Road Corridor Study

Assistant Public Works Director Kasiniak introduced Phil Struck, Paramatrix, who provided an overview of the Noll Road Study:

- Project purpose and need
- Stakeholder Committee members
- Key Issues- Pedestrian safety; traffic movement; Right of Way requirement; Languanet Lane and Johnson Road extension; stormwater management; connectivity; maintain rural character; costs and implementation strategies.
- Traffic Analysis- 2030 design year; traffic counts at eight locations; and signal analysis.
- Traffic Analysis Conclusions:
 - Single lane in each direction on Noll Road
 - Channelization and signal at Lincoln by 2010
 - Hostmark intersection all way stop control and channelization by 2010, signal by 2020
 - No left turn pockets needed at secondary intersections

- Signal at State Route 305 at either Johnson Road or Noll Road by 2015
- Signal or roundabouts at Noll Road and Lincoln by 2010
- Noll Road options and alternatives
- Stormwater- Low Impact Development (LID) versus Regional Facility
- Poulsbo Elementary:
 - Channelization or signal not warranted based on traffic volume
 - No major circulation changes planned or proposed by North Kitsap School District, at this time
 - Use existing plan with added crosswalk and signage
 - Revise internal circulation with new channelization
 - Install signal
- Languanet Maranatha Connection:
 - Looked a future traffic volumes
 - Future right of way
 - Feedback from residents was not favorable due to the increased traffic in the neighborhood
 - Mitigation techniques discussed include a ten foot shared path, reduced speeds, no on street parking, and using LID techniques

Struck stated the Public Works Committee discussed and recommends a revision to the Languanet Maranatha connection proposed plan, to allow a pedestrian and bicycle connection and not a vehicular connection, between 23rd Avenue NE and Languanet. Councilmember Berry-Maraist stated on June 26, 1991 the City Council approved a petition to install a barricade at 23rd Avenue NE and Noll Road extension (Languanet), and recommended the unanimous vote be honored. Berry-Maraist also stated the Public Works Committee discussed the fact that the Ridgewood neighborhood does not currently have sidewalks and allows on street parking with the twenty four foot wide road. Noting the stakeholders group was not aware of those factors when discussing the connection.

Councilmember Erickson commented the City has a policy for encouraging connectivity within the City, and does not agree with not allowing a vehicular connection.

Councilmember Rudolph stated during the study, the traffic engineer advised a vehicular connection at 23rd Avenue NE and Languanet would not add value for traffic circulation.

- Johnson Road extension:
 - Important link for future corridor operations: Capacity constraints on lower Noll Road; Washington State Department of

- Transportation improvements at Noll-SR305 are uncertain;
connectivity
- Johnson Road corridor is located in City
 - Johnson Road is preferred signal location for SR305
 - Developer funding for Johnson-SR305 intersection and segment in Kitsap County Urban Growth Area (UGA)
- Preliminary implementation phases:
 - Phase 1 – Johnson Road Extension
 - Preliminary Engineering
 - Bjorgen Creek Fish Passage Improvements
 - Johnson Road Extension 1
 - Johnson Way - SR 305 Signalized Intersection
 - Phase 2 – Noll Road: Hostmark Street to Poulsbo Elementary School (includes corridor improvements adjacent to school)
 - Noll Road - Hostmark Street Intersection, Phase 1
 - Noll Road: Mesford Street to Poulsbo Elementary School
 - Phase 3 - Lincoln - Noll Road Roundabout
 - Phase 4 - Noll Road: Mesford Street to Hostmark Street
 - Noll Road: Mesford Street to Hostmark Street
 - Noll Road - Hostmark Street Intersection, Phase 2
 - Phase 5 - Noll Road: Mesford Street to North City Limits
 - Phase 6 - Noll Road: Poulsbo Elementary School to South UGA
 - Noll Road: Poulsbo Elementary School to South City Limits
 - Noll Road - SR 305 Intersection
 - Phase 7 – Languanet-Maranatha Extension

Struck stated implementation phasing was recommended, where implementation would be gradual as growth and development occurs and impact fees are secured; therefore no target dates were identified. The phases recommended are independent of each other and can be implemented at any time, in any order. The approximate funding total is \$7 million, in 2008 dollars. Struck noted the majority of the funding would come from developer's contribution; the City's portion would be approximately \$2 million, which could consist of grants.

Struck clarified Noll Road would have a shared path all the way to the County line, after which is in the jurisdiction of Kitsap County and not subject to the City's standards.

Councilmember Berry-Maraist recommended and Council concurred, the Council should not take action tonight, and should be postponed until the members of the stakeholders committee has a chance to comment on the proposed change.

b. Engineering Fees

Assistant Public Works Director Kasiniak presented the proposed Engineering fee schedule, most are increased due to inflation. Kasiniak explained the sizeable increase for latecomer agreements is due to the significant amount of work involved, and the right of way permit has been increased to cover the cost of the inspection involved. Inspection fees are not collected up front, rather a deposit is taken from the applicant, and the calculated hourly rate is billed against the deposit.

Councilmember Berry-Maraist advised the updated fee schedule, which includes the latecomer agreement fees, was not provided to the Council. Deputy Mayor Lord suggested the meeting be recessed in order to provide the missing document to the Council.

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Deputy Mayor Lord called a 5 minute recess at 9:06 PM. The meeting was reconvened at 9:11 PM.

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MOTION: Rudolph/McGinty. Move to adopt Ordinance 2009-01, an ordinance for the City of Poulsbo, Washington amending Poulsbo Municipal Code Section 3.12.020 to move fees for Public Property Construction Permits and Latecomer Agreements to the Engineering Fees worksheet.

Motion carried unanimously. Absent: Councilmember Crowder.

MOTION: Rudolph/Berry-Maraist. Move to adopt Resolution 2009-02, a resolution of the City Council of the City of Poulsbo, Washington, adopting the amended Engineering fee schedules as set forth in Attachment A.

Motion carried unanimously. Absent: Councilmember Crowder.

8. DEPARTMENT/COMMITTEE REPORTS

a. Community Services Committee: Councilmember Berry-Maraist reported:

- Councilmember Crowder was selected as the new chair.
- Revisions to the 2009 work plan will include the Poulsbo trail plan; Poulsbo Fish Park II, Centennial Park Phase II, adjust the park impact fee, and possibility of providing incentives for trails and parks, as part of the park impact fee charged to developers; College Market Place ball fields; completed phase I of the North Kitsap Regional Event Center; and ownership of the Community Recreation Center.

- Discussed the Kitsap Regional Coordinating Council recommendation to fund the ferry study for the economic impact to local jurisdictions, out of Hotel/Motel tax funds.

b. Public Works Committee: Councilmember McGinty reported:

- Councilmember Berry-Maraist was selected as the new chair.
- As part of the Parking Study the committee will be recommending moving forward with the addition of parking on Front Street; left pocket turn lane to the King Olaf parking lot, and assessment of Anderson Parkway.
- Traffic Demand Management (TDM)- Recommend moving forward with TDM phase one with the exclusion of the all way stops at Front Street and Jensen Way; 5-way stop at Hostmark; and 6th Street and Hostmark.

Councilmember Erickson announced a Special Council Meeting is scheduled for January 28, 2009 to discuss the TDM Study and the Parking Study. Stakeholder representatives and citizens will have the opportunity present their comments. Erickson recommended the Council postpone making any decisions on the TDM until after the Special Council Meeting.

Councilmember Berry-Maraist suggested the Council approve to move forward with Phase I of the TDM, as originally approved, with the exclusion of the controversial intersections.

MOTION: McGinty/Berry-Maraist. Move to move forward with the following three items relating to the downtown parking study; 1.) Additional parking spaces on Front Street; 2.) Include a left turn pocket lane into King Olaf parking lot; and 3.) Perform a survey of Anderson Parkway.

Motion carried unanimously. Absent: Councilmember Crowder.

MOTION: McGinty/Erickson. Move to approve Phase I of the Traffic Demand Study with the exception of implementation of the 5-way intersection at Hostmark, Lincoln, 4th Street and Fjord; Front Street and Jensen Way; and 6th Street and Hostmark.

Motion carried unanimously. Absent: Councilmember Crowder.

c. Economic Development Committee: Councilmember Erickson:

- Reported she was selected as the new chair.
- Encouraged everyone to attend the Special Council meeting on January 28, 2009. The Port of Poulsbo, the Historic Downtown Poulsbo

Association, downtown merchants and neighboring residents are all invited to attend.

- Will be establishing a work plan for the next six months to include the plan and sale of the existing City Hall lot, and visioning of the downtown area.
- The Historic Downtown Poulsbo Association (HDPa) has requested to use the Father Christmas House as a visitor convention bureau. Council concurrence is needed in order for the Planning Department to assess a precise location.

Councilmember Rudolph expressed concern over the location of the visitor convention bureau, due to the fact that commemorative tiles are placed at the proposed location, and stated the tiles would have to be relocated.

Council concurred to allow the HDPa to proceed with the feasibility of the location of the visitor convention bureau.

- Councilmember Erickson advised Councilmember Stern has requested an additional amount of training funds to attend a Real Estate seminar; Council concurred.

MOTION: Stern/Erickson. Move to extend the meeting to accommodate the agenda.

Motion carried unanimously. Absent: Councilmember Crowder.

9. CONTINUED COMMENTS FROM CITIZENS


- a. Molly Lee clarified the City is responsible for determining the population allocation numbers submitted to the State, and can be amended.
- b. Jan Wold commented on the incorrect housing construction numbers reported to the State, and the response from Mayor Quade to her concerns.
- c. Stephanie Wells commented on the condition of Bjorgen Creek. Wells also expressed concern on the addition of sidewalks along Noll Road and recommended sidewalks be considered in front of City schools instead.
- d. Marie Sipple, Shorelines Gallery commented on the Historic Downtown Poulsbo Association misinformation relayed to the members regarding the Traffic Demand Management study.
- e. David Wells commented the increased engineering inspection fees making it difficult for contractors to estimate project costs; and recommended large commercial vehicles be taken in to account on the Noll Road Study.

10. COUNCILMEMBER COMMENTS

- a. Councilmember Berry-Maraist requested the memorandum from Jim Groh, City of Poulsbo Engineer, regarding pedestrian accidents, be provided to the Council and citizen at the January 28, 2009 meeting. Berry-Maraist also commented on meeting with the head of the Non-Motorized Transportation Committee of Bainbridge Island regarding three approaches to improve pedestrian safety: design, signage and enforcement.
- b. Councilmember McGinty commented on the hourly inspection fees for commercial inspection, may need to be reassessed. McGinty requested the Engineering Department monitor the inspection estimates compared to the actual cost and report that information to the Public Works Committee.

11. ADJOURNMENT

MOTION: Erickson/Stern. Move to adjourn at 10:09 PM.
Motion carried unanimously. Absent: Councilmember Crowder.



Connie Lord, Deputy Mayor

ATTEST:



Jill A. Boltz, City Clerk

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