

POULSBO CITY COUNCIL MEETING OF JANUARY 21, 2009

MINUTES

PRESENT: Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph, Stern.
Staff: Berezowsky, Boltz, Booher, Kasiniak, Loveless, McCluskey, Stephens, Swiney.
Also present: Karla Boughton

MAJOR BUSINESS ITEMS

- * * * Minutes of June 25, 2008
- * * * Minutes of January 7, 2009
- * * * Comprehensive Plan
- * * * Proposed Utility Rate Ordinance 2009-02

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. Mayor Quade expressed her appreciation to the Poulsbo Rotary and Lions Club for their contributions to Fish Park. The Lions Club installed approximately 900 linear feet of boardwalk and removed trees and brush. Karl Ostheller, Lions Club, introduced the members of the Lions Club in attendance. Rick Lander of the Poulsbo Rotary Club stated Rotary members built the informational kiosk at Fish Park. Mayor Quade presented both groups with certificates of appreciation for their hard work and dedication.
- b. City Hall Update: Public Works Director Loveless reported the architect is continuing to complete the design documents and the permit set of drawings; the constructability review will take place in February and will take approximately 2 weeks. The interviews for the owner's representative position will be held on January 29, 2009.
- c. Mayor Quade reported she had spoken with the owner of Dolphin Dance studio and City Attorney Haney, regarding the dance studio, and read excerpts from Dolphin Dance studios contract, City Attorney Haney's response to questions whether the City can prohibit the location of Dolphin Dance studio, and City staffs' research. Based on the information

provided by the City Attorney and City staff, the business is allowable under Poulsbo City code.

- d.** Mayor Quade announced the following upcoming meetings:
- Council Retreat to discuss level of service and 2010 goals will be held on February 6, 2009 at Clearwater Casino and Resort.
 - Joint Planning Commission/Council meeting to review the draft Comprehensive Plan on January 27, 2009 at 6:00 PM.
Mayor Quade informed Council of a potential time conflict for one Councilmember and asked for concurrence to start the meeting at 7:00 PM. Council concurred to change the meeting start time to 7:00 PM.
 - Special Council Meeting to discuss the Traffic Demand Management and Parking Study on January 28, 2009 at 6:30 PM.
- e.** Mayor Quade expressed her appreciation to Jan Wold for bringing to her attention mistakes that were made in population numbers reported.
- f.** Mayor Quade requested Council and Citizen comments be directed to the Chair, focused on facts and courteous; and asked Council to keep Committee reports, for outside committees, brief and additional information should be distributed to the Council in writing.

3. MAYOR AND COUNCIL DISCUSSION

- a.** Councilmember Stern commented on the Presidential Inauguration.
- b.** Councilmember Berry-Maraist expressed her appreciation to the Poulsbo Lions and Rotary Club for their work and time devoted to Poulsbo parks.
- c.** Councilmember Erickson reported she is now on the board for Fishline.

4. CITIZEN COMMENTS

- a.** Molly Lee commented on the January 14, 2009 Public Works Committee meeting, where there was discussion regarding Lemolo Shore Drive improvements, expressing Councilmember Berry-Maraist owns property adjacent to the project.
- b.** Marie Sipple read a letter from Paul Korsak, which he expressed the Traffic Demand Management study will increase noise and pollution, and diminish business and foot traffic downtown.

- c. Jan Wold commented on the housing numbers reported to the State and loss of State funding due to the error.
- d. Jim Coleman commented on the lack of signage on Gilmax to caution drivers to children in the area and addressed parking on the street, due to the road being narrow.
- e. Stephanie Wells thanked Councilmember Rudolph for clarifying to her, that there are plans to install sidewalks on Mesford. Wells also spoke in support of the classes being offered at Dolphin Dance studio.
- f. Michael Paxhia expressed his support of the Traffic Demand Management Study.
- g. Dan Baskins commented Councilmembers should be allowed and encouraged to speak to issues and/or projects in their neighborhood.

5. CONSENT AGENDA

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

Motion carried unanimously

The items listed are:

- a. Minutes of June 25, 2008
- b. Minutes of January 7, 2009

6. MAJOR BUSINESS ITEMS

a. Comprehensive Plan

Mayor Quade announced the release of the 2009 draft Comprehensive Plan; the participation plan and timeline.

Planning Director Berezowsky provided an overview of the process of completing the updated Comprehensive Plan and the review process.

Karla Boughton, k.b. Consulting, reported the draft Comprehensive Plan includes citizen input; and updated utility functional plans, transportation, parks, recreation and open space plans. The draft Comprehensive Plan will be available on the City's website, Poulsbo Library, Planning Department, and hard copies can be produced at Sound Reprographics. The City's website will include the meeting and workshop schedule, meeting minutes, feedback form, the ability to provide comments and other project information. Boughton advised the kickoff workshop with the Planning Commission will be held on January 27, 2009 and Community Open house

on February 8, 2009 at the Poulsbo Fire Hall. Noting the meeting schedule as an amendment to include a Council review process after the Planning Commission has reviewed and brought forward recommendations.

Councilmember Erickson congratulated Boughton and the Planning Department for their hard work on the draft Comprehensive Plan. Erickson expressed the importance of the amendment to the participation plan, which gives the Council the ability and opportunity to comment and review the plan.

Councilmember Berry-Maraist asked for clarification on the criteria for scheduling Joint Planning Commission/Council meeting opposed to a Council workshop. Councilmembers Berry-Maraist and Erickson questioned why the participation plan and resolution need to be adopted tonight, prior to the Council reviewing the document. Berezowsky explained the schedule outlines the date, times and topics for each meeting to review the Comprehensive Plan, which is primarily the Planning Commission's review process. However the schedule can be amended or additional meetings can be scheduled at any time, by amending the resolution.

In response to Councilmember Sterns questions, Berezowsky stated the draft Comprehensive Plan does include the updated and corrected information on land use and occupancy.

Councilmember McGinty questioned where the Office of Financial Management calculates their population numbers. Berezowsky explained they compile their information from the City, State and regional trend analysis.

MOTION: Crowder/Rudolph. Move to adopt Resolution 2009-03, a resolution of the City Council, establishing a public participation plan the City will follow during the consideration of the 2009 Comprehensive Plan update, incorporating the new paragraph; "After the release of the Planning Commission Recommended Draft Comprehensive Plan, a new public review and meeting schedule will be developed."

Motion carried. Yes: Stern, Crowder, Rudolph, McGinty, Lord. No: Berry-Maraist and Erickson.

b. Proposed Utility Rate Ordinance 2009-02

Public Works Director Loveless explained the updated Ordinance includes language adding a biannually review of the utility rates, as requested by the Council. Loveless noted the rates are the same as previously

presented, however the effective date has changed to February 1, 2009 to accommodate the necessary changes.

MOTION: McGinty/Rudolph. Move that the Council authorize the Mayor to sign Ordinance 2009-02 to adjust rates and charges, providing for severability, and establishing an effective date of February 1, 2009. Motion carried unanimously.

7. DEPARTMENT/COMMITTEE REPORTS

- a. Finance/Administration Committee: Councilmember Lord:
- Finance Director Booher will be closely monitoring the tax revenues trends and updated figures, which currently is decreasing.
 - Update on the Harrison Hospital land purchase and project.
 - Advised the Council needs to be cautious contacting the City Attorney for legal information or advice, due to increased legal expenses. The Council is encouraged to use other resources, such as City staff or Municipal Research and Service Center, for information before contacting the City Attorney.
 - Discussion on modifications to the Council Rules of Procedure, regarding interaction with citizens during a Council meeting.

Councilmember Erickson reported on discussion to proceed with bonding for the new City Hall on March 4, 2009, due to interest rates becoming more favorable. Erickson expressed her concern with making any decisions prior to have updated information on the December 2008 tax revenues, and adding language in the bid documents that will not lock the City into moving forward with the project if the bids come in too high. Booher advised she will contact the bonding agent to question if a bridge loan is feasible to go out bid prior to going out for debt.

- b. Public Safety/Legal Committee: Councilmember Crowder reported Judge Tolman has sent three prisoners to the Forks jail, which was a cost savings to the City. Crowder also advised the committee agenda and minutes will be posted on the City's website.

Councilmember Rudolph reported the Police Department is in the process of reviewing four candidates for the open police patrol officer position; a draft of the manual for the accreditation process is complete for review; there has been discussion with the North Kitsap School District to pay half of the cost of living increase for the school resource officer and will be included in the new contract, which will be a multiyear contract; and discussion regarding parking enforcement.

8. CONTINUED COMMENTS FROM CITIZENS

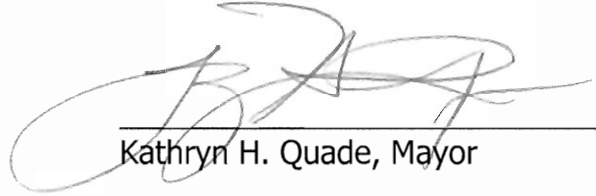
- a.** Molly Lee commented on the misinformation provided by staff regarding the data reported to Office of Financial Management (OFM). Stating the City is responsible for reporting the numbers to OFM.
- b.** Jan Wold commented and presented pictures of juvenile trumpeter swans, hawks and eagles in Johnson Creek.
- c.** Dan Baskins commented on the population numbers from OFM, take into account several numbers to calculate the City's population.

9. COUNCILMEMBER COMMENTS

- a.** Councilmember Stern advised the Finance/Administration Committee minutes for the last and upcoming meetings, will be distributed to the Council, and will included in depth information regarding tax revenues projections and how they relate to the City Hall project.
- b.** Councilmember Berry-Maraist provided an update on the Trails Plan Committee meeting. Berry-Maraist also commented on discussion the Public Works committee had regarding traffic alternatives during the Highway 305 closure.
- c.** Councilmember Crowder thanked Jan Wold for the time she has spent researching the population numbers.
- d.** Councilmember Rudolph commented on the numbers reported to the Office of Financial Management (OFM), and the complex calculation process used by the OFM. Rudolph also commented on a meeting he has scheduled with the Red Cross regarding the City's role in the event of an emergency.
- e.** Councilmember McGinty requested clarification on the accuracy of the data reported and received from the OFM. Mayor Quade stated the data the City currently has and will be providing the OFM is accurate.
- f.** Councilmember Erickson commented on method of tracking and storing the occupancy data.


10. ADJOURNMENT

MOTION: Lord/Rudolph. Move to adjourn at 9:29 PM.
Motion carried unanimously.



Kathryn H. Quade, Mayor

ATTEST:



Jill A. Boltz, City Clerk

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