

POULSBO CITY COUNCIL MEETING OF APRIL 8, 2009

MINUTES

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

MAJOR BUSINESS ITEMS

- * * * Minutes of February 6, 2009 City Council Retreat
- * * * Minutes of March 4, 2009 City Council Meeting
- * * * Minutes of March 11, 2009 City Council Meeting
- * * * Minutes of March 18, 2009 City Council Meeting
- * * * Liberty Bay Water Quality Presentation by the Kitsap County Health District and the Department of Ecology
- * * * Gaines Utility Extension
- * * * Workshop: Construction Standards (Road Standards)
- * * * Final Acceptance- City Hall Site Work

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. Mayor Quade announced a 1/2 Executive Session will be held following citizen comments.
- b. New City Hall update: Public Works Director Loveless reported the pre-bidders meeting was well-attended, with approximately 25 general contractors in attendance.
- c. Miss Kitsap Samantha Przybylek gave an overview and presented a video of her upcoming medical aid trip to Africa.
- d. Mayor Quade advised the Ida Knudson fountain would be placed onsite at the new City Hall; the location has not be determined.

3. MAYOR AND COUNCIL DISCUSSION

- a. Councilmember Lord announced the city has received a complete site plan application from Harrison Medical Center, and the project is moving forward.
- b. Councilmember Erickson thanked the North Kitsap School District for agreeing to partner with the city in a sidewalk development project in front of Poulsbo Elementary.
- c. Councilmember Berry-Maraist reported the Kitsap Regional Coordinating Council (KRCC) will hold a meeting on April 9, 2009, regarding non-motorized project funding. The proposed off-road trail from Bainbridge Island ferry terminal to the Hood Canal bridge partnership project, in addition to the Noll Road project, will be considered for funding. Berry-Maraist stated the Noll Road project should be the city's first priority for funding; the Council concurred.

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

- a. Public Works Committee: Councilmember Berry-Maraist reported on:
 - Final acceptance of the site work for the new City Hall project, and recommends approval.
 - Gaines Utility Extension agreement; however some questions were raised by Councilmember Berry-Maraist regarding impact fees.

5. CITIZEN COMMENTS

- a. John Eastman commented on the numerous road, stop and advertising signs on Front Street; suggesting the Council discuss limiting the number of signs allowable.
- b. Craig Steinlicht, Poulsbo business owner, commented on the need to revitalize west Poulsbo; urging the City Council and Planning Commission to address redevelopment of the area.
- c. John Johnson commented on misrepresented facts expressed by citizens, and statements made regarding cougars in the area.
- d. Molly Lee stated she agreed with Mr. Steinlicht's comments.
- e. Dan Baskins commented on the improving condition of Dog Fish Creek and surrounding creeks; and the need to clean up the wetlands triangle

area between Highway 305 and Viking Avenue to improve the condition of Liberty Bay.

At 7:41 PM Mayor Quade convened Council into a ½ hour Executive Session for the purpose of discussing potential property acquisition pursuant to RCW 42.30.110(b). City Attorney Haney will be present via conference call.

At 8:11 PM Mayor Quade extended the Executive Session for an additional 15 minutes.

At 8:25 PM Mayor Quade reconvened the regular meeting.

6. CONSENT AGENDA

Councilmember Stern requested consent items a, c and d, be pulled for discussion.

MOTION: McGinty/Crowder. Move to approve Consent Agenda item b.

Motion carried unanimously

The items listed are:

- ~~a. Minutes of February 6, 2009 City Council Retreat~~
- b. Minutes of March 4, 2009 City Council Meeting**
- ~~c. Minutes of March 11, 2009 City Council Meeting~~
- ~~d. Minutes of March 18, 2009 City Council Meeting~~

Councilmember Stern questioned whether the Council would receive a detailed report from the February 6, 2009 retreat; Mayor Quade advised Stan Finkelstein, the facilitator, has prepared a report that will be routed to the Council for review. Councilmember Stern requested corrections to the spelling of names and clarification of the discussion with Tom Anderson, regarding the sidewalks, in the March 18, 2009 minutes. Councilmember Rudolph requested further details be included on the March 11, 2009 minutes, regarding his comments on coordination with surrounding business relating to the Mesford Street closure.

MOTION: Stern/Lord. Move to approve Consent Agenda item a.

Motion carried unanimously.

Mayor Quade announced business item 7c, Workshop: Construction Standards (Road Standards) will be removed from the agenda and rescheduled.

7. MAJOR BUSINESS ITEMS

a. Liberty Bay Water Quality Presentation by the Kitsap County Health District and the Department of Ecology

Stuart Whitford, Kitsap County Health District (KCHD), provided an overview on the water quality, contaminations and what will be done to improve the condition of Liberty Bay. Noting the Health District will begin identifying failing septic systems emptying into Liberty Bay. Whitford provided the findings from the 2008 Annual report for Liberty Bay which indicated only Johnson Creek was in a good status; with Dog Fish Creek showing improvement. Whitford advised the KCHD has signed a contract with the city to work on stormwater issues, look for pollution sources and inspect commercial property stormwater systems. The KCHD has submitted a grant application to the Department of Ecology to fund the Liberty Bay restoration project, for approximately \$500,000; to date the project is on the draft offer list.

Councilmember Lord questioned, what the process is for tracking down sources, once there is a sample indicating fecal coliform. Whitford stated at the onset of the project the public is notified and a public meeting is held; once a confirmed sample is obtained they will go door to door to make contact with the property owners.

Sally Lawrence, Total Maximum Daily Load (TMDL) Lead, Department of Ecology, provided an overview of the Liberty Bay Tributaries Fecal Coliform TMDL project and the goals of the water quality.

Trevor Swanson, Project Manager and Field Lead, Department of Ecology, advised of the bodies of water addressed in the Fecal Coliform study; the project objectives; and how the sampling is done and the frequency. Swanson outlined the current water quality preliminary findings, and the schedule for the completion of the study. Quarterly reports are prepared with the statistical information, and would be made available to the Council.

b. Gaines Utility Extension

Public Works Director Loveless reported Richard Gaines has submitted request to extend utilities outside city limits, to three single family home lots. Loveless noted utilities have already been extended to properties near the Gaines property.

Councilmember Erickson questioned how far the Gaines property is from City limits; Gaines stated the lots are approximately 125 feet from City limits.

Councilmember Berry-Maraist stated the City Attorney was contacted to advised whether impacts fees could be collected due to a utility extension, and requested clarification on his opinion; Loveless explained the City Attorney stated there is no legal grounds to charge city impacts fees to properties that are not within city limits.

Councilmember Erickson commented the city does not have an Urban Growth Area Management Agreement (UGAMA) with Kitsap County, to allowing the county to enforce city's standards. Councilmember Rudolph encouraged the city to pursue the UGAMA with the county.

Councilmember Berry-Maraist expressed concern that additional right-of-way may be needed to ensure a 50 foot right of way, due to a jog in the existing road; Loveless commented measurements along the road would need to be taken to ensure there is adequate right of way.

Gaines requested clarification on which agency he would need to contact for permits; Councilmember Rudolph stated Gaines would obtain any permits through the county. The county has agreed to apply city standards to the Urban Growth Area (UGA), however the process has not been defined; therefore the county would make the determination on standards.

MOTION: Erickson/Rudolph. Move that the Council authorize the Mayor to sign the Utilities Extension Agreement with Mr. Richard Gaines for three lots adjacent to Liberty Road, this authorization for utility extension is not to be seen as a precedent for further utility extension applications. This extension is granted because of its proximity to existing utilities, proximity to Poulsbo city limits and has already been plotted to legally conforming lots. All future development at this location will conform to city codes and standards, including the access of all right of ways.
Motion carried unanimously.

c. Workshop: Construction Standards (Road Standards)

Removed from agenda, and rescheduled for April 15, 2009.

d. Final Acceptance- City Hall Site Work

MOTION: Berry-Maraist/McGinty. Move to accept the City Hall Site Preparation contract with Tri-State Construction, Inc. as completed and move to authorize the release of retainage in accordance with the contract requirements.

Motion carried unanimously.

8. DEPARTMENT/COMMITTEE REPORTS

a. Community Services: Councilmember Crowder reported on:

- Craig Hammond and Josh Thompson advised they are working on a skate competition and fundraiser at Raab Park on June 6, 2009.
- June 6, 2009 is National Trails Day.
- The committee is closely monitoring the Hotel/Lodging Tax, which is down.
- April 10, 2009 is the Arbor Day Celebration at Nelson Park.
- The Amateur Iron Chef Competition at Viking Fest, and the Miss Viking Fest Pageant on April 25, 2009.

b. Public Works Committee: Councilmember Berry-Maraist reported on:

- A tree removal and sign request from the Marine Science Center, there are some code issues with the setback from the shoreline. The committee is suggesting the new sign be mounted to existing signage is on the eaves of the building.
- Discussion regarding the 6-year Transportation Improvement Program (TIP) specifically the Noll Road and Finn Hill Road projects; with Noll Road being the higher priority project in terms of potential funding opportunities.

9. CONTINUED COMMENTS FROM CITIZENS

- a.** Dan Baskins commented on utility extension outside city limits and the water quality of surrounding creeks and streams.

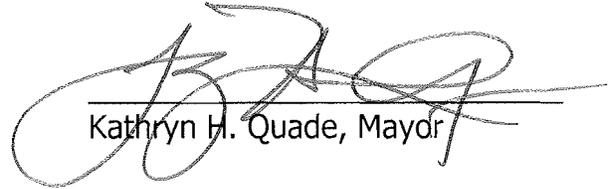
10. COUNCILMEMBER COMMENTS

- a.** Councilmember Rudolph commented on his attendance at High Capacity Transit Technical Analysis local leaders briefing; the Highway 305 corridor study was reviewed, the causes of congestion on the corridor and possible solutions were discussed.
- b.** Councilmember Berry-Maraist commented on the Poulsbo Trails plan flier created by Parks and Recreation Director McCluskey, which includes

upcoming events and projects, and mission and vision statements of the trails committee.

11. ADJOURNMENT

MOTION: Stern/McGinty. Move to adjourn at 9:54 PM.
Motion carried unanimously.



Kathryn H. Quade, Mayor

ATTEST:



Jill A. Boltz, City Clerk

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