

POULSBO CITY COUNCIL MEETING OF JUNE 17, 2009

MINUTES

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

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

ABSENT: Councilmember Lord.

MAJOR BUSINESS ITEMS

- * * * Claims – May 1-31, 2009
- * * * Budget Amendment, BA #29-0205 North Viking Avenue Improvements Phase 2
- * * * Budget Amendment, BA #29-0206 Property Tax Refund
- * * * KCCHA/County Commissioners Agreement
- * * * Council Travel Expenditure Update
- * * * Pugh Well Transmission Line Project

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Quade called the meeting to order in the Council Chambers at 7:03 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 utility work continues, with the conduit work starting the week after next. The removal of the power poles will occur mid – July; the shotcrete test wall is still being inspected, the results will be forthcoming.

Councilmember Erickson inquired about the number of Requests for Information (RFI) received to date; Loveless stated nine have been received.

- b. Mayor Quade announced the Poulsbo Fireworks on the 3rd will go on as planned.
- c. Mayor Quade presented Lieutenant Colonel Stacy James with a Certificate of Appreciation for her service in the military.
- d. Mayor Quade read a letter received from John and Janet Coake expressing their appreciation to the Poulsbo Police volunteers, for the vacation security check service provided.

- e. Mayor Quade advised on her attendance at the following meetings:
 - o Kitsap Regional Coordinating Council (KRCC) Executive Board meeting
 - o Kitsap Transit- Shuttle service for community events in the county will no longer be provided, due to budget constraints.
 - o Department of Emergency Management
 - o Kitsap Regional Coordinating Council Retreat- Discussion on the goals and issues for the next 3-5 years.

3. MAYOR AND COUNCIL DISCUSSION

- a. Mayor Quade received council concurrence to cancel the July 1, 2009 Council meeting, due to lack of agenda items.
- b. Councilmember Stern advised the Harrison Medical Center anticipates their site plan approval on June 26th, and will be going out for a request for proposal by July 1st, with the contractor selection in August.
- c. Mayor Quade advised of Councilmember Stern and her attendance at the Peninsula Community Health Services grand opening.

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

- a. Finance/Administration Committee: Councilmember Erickson reported on discussion on the Property tax refund budget amendment and the recommendation for approval.
- b. Public Works Committee: Councilmember Berry-Maraist reported on the Pugh Well Transmission Line Project and recommendation for approval; the engineer's estimate was \$431,000 and the lowest bid came in at \$241,000.

5. CITIZEN COMMENTS

- a. Rita Hagwell, Viking Way, advised clarification is needed regarding the exact location of Viking Avenue project. Hagwell also expressed concern with the city records location of Marilane Lane, and her access to the street.

6. CONSENT AGENDA

MOTION: Stern/McGinty. Move to approve Consent Agenda items a through c.

Motion carried unanimously. Absent: Lord.

The items listed are:

- a. Claims- May 1-31, 2009
- b. Budget Amendment, BA #29-0205 North Viking Avenue Improvements Phase 2
- c. Budget Amendment, BA #29-0206 Property Tax Refund

7. MAJOR BUSINESS ITEMS

a. KCCHA/County Commissioners Agreement- Steve Bauer

Steve Bauer, Kitsap County Commissioner, commented on the inclusion of Kitsap County District Court in the new City Hall, stating his support for continued presence in Poulsbo.

Bauer further commented on the agreement made between the Kitsap County Consolidated Housing Authority (KCCHA) and Kitsap County, with the county taking on approximately \$40 million in debt for the Harborside Condominiums and Poplars property. The County will have a four year window to dispose of the properties.

Bauer stated with KCCHA no longer having the Harborside debt; it will allow KCCHA to get back to their core mission of low income housing. The KCCHA has enough reserves to carry through approximately two years, allowing time to examine current operations and indentify what changes need to be made; as well as pursue ongoing reliable revenues sources.

Councilmember Crowder clarified the difference between self help housing and low income housing. Bauer stated the self help housing program is still a housing authority program; but separate from low income programs.

Councilmember Erickson questioned about the requirement in the agreement to establish a working group of financial types from cities and the county, to review financial operations; and coming forward with a balanced budget by July 31st. Bauer stated a working group has been established, and are currently discussing what potential reduction or changes can be made to the current operations and the development of financial policies. Finance Director Booher stated the group is reviewing the current and next budget year, and hope to have a budget established by the end of July. Bauer stated the budget will be balanced; however operating revenues and operating expenses will not be balanced.

Bauer stated staffing has been decreased by 25%, with the elimination of the Economic Development section, in the fall of 2008. Councilmember Erickson commented the board structure needs to be examined and

should include members, other than electeds. Bauer noted the board is interested in looking at the issue of governance as well.

b. Council Travel Expenditure Update

City Clerk Boltz reported on the midyear update of the Council travel and training expenditures. Boltz noted Councilmember Stern received council approval for the Real Estate Joint Ventures seminar registration, and is reflected on the update. Boltz stated no action is required by council.

Councilmember Rudolph commented a credit should be shown on Councilmember Stern's expenses for the approved seminar. Boltz stated the expense report will be revised to better show the approved expense.

c. Pugh Well Transmission Line Project

MOTION: McGinty/Rudolph. Move to award the contract for the Pugh Well Transmission Line project to Pape and Sons, in the amount of \$241,275.53.

Motion carried unanimously. Absent: Lord

8. DEPARTMENT/COMMITTEE REPORTS

a. Puget Sound Regional Council Transpol: Councilmember Erickson reported the committee finalized regional funding, and had a presentation on the Destination 2040 plan.

b. Councilmember Rudolph commented on the draft environmental impact report for Vision 2040, stating the date of public meeting is still to be determined.

c. Public Safety/Legal Committee: Councilmember Rudolph reported on:

- o The move of the Municipal Court to the District Court office space is complete; and has been successful.
- o Proposed restricted class driver's license, to allow people to go to and from school/work only, opposed to a suspended license.
- o Amnesty month was not as successful as in the past.
- o Police Department was awarded the Suquamish Tribal Mitigation Impact Grant in the amount of \$30,500, for the purchase of a police vehicle; the requested amount was \$53,000.
- o Reminder of National Night out on August 4th.
- o New Police Officer Valerie Nau has completed her training program.

d. Finance/Administration Committee: Councilmember Stern reported on review of the revised Personnel handbook.

9. CONTINUED COMMENTS FROM CITIZENS

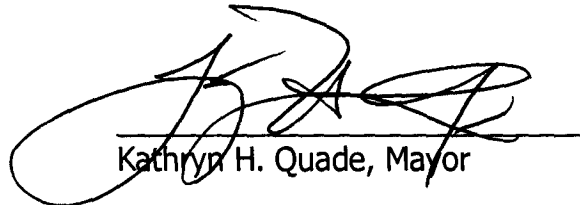
- a. Rita Hagwell, Viking Way, requested the City Clerk to distribute her handout regarding Marilane Lane to the Council and expressed her concern with the lack information provided to the public on the new City Hall.

10. COUNCILMEMBER COMMENTS

None.

11. ADJOURNMENT

MOTION: Stern/McGinty. Move to adjourn at 8:47 PM.
Motion carried unanimously.



Kathryn H. Quade, Mayor

ATTEST:



Jill A. Boltz, City Clerk