

## POULSBO CITY COUNCIL MEETING OF NOVEMBER 4, 2009

### MINUTES

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

Staff: Booher, Kasiniak, Kingery, McCluskey, Stephens, Swiney.

**ABSENT:** Councilmember Crowder.

### MAJOR BUSINESS ITEMS

- \* \* \* Agreements Signed by the Mayor
- \* \* \* Reappointment of Judge Tolman
- \* \* \* City Council Minutes of August 26, 2009
- \* \* \* City Council Minutes of September 2, 2009
- \* \* \* HDPa – Horse Drawn Carriage Request
- \* \* \* Centennial Park Change Order #009-02 and 009-03
- \* \* \* Preliminary Budget Presented to Council
- \* \* \* 7:15 PM Public Hearing: 2010 Budget
- \* \* \* Ordinance No. 2009-12, Set Property Tax Levy
- \* \* \* Reschedule Public Hearing for an Amendment to the 2010-2015 6-Year Transportation Improvement Program

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

Mayor Quade called the meeting to order in the Council Chambers at 7:00 PM and asked Tony Di Carlo to lead the Pledge of Allegiance.

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

- a. Tom Kruse, Harrison Medical, provided an update on the Poulsbo Harrison Medical Center project and the recommendation by the Board of Directors to move the project to another site near the Olhava Shopping Center. The specific plans have not be determined, however once any decisions are made, the Council will be informed.
- b. Mayor Quade thanked Public Works Director Loveless and the Public Works crew for their hard work repairing the stormwater pipe in Waterfront Park.
- c. Proclamation for Indian Heritage Month: Mayor Quade proclaimed the month of November as Indian Heritage Month.

- d. New City Hall update: Public Works Director Loveless reported the steel column and beams have been placed, and the concrete for the parking garage and mechanical room is complete. The updated construction schedule estimates completion of the project the end of May.

Loveless stated the council was provided a proposal for wetlands survey work for the Klingel property. Council concurred to move forward with Option A- Set or recover all property corners and flag and mark property lines, and Option C- Prepare exhibit map of the property showing the location of the wetland flags.

Mayor Quade further stated the city did not receive any responses to the advertisement for realtor services, and requested any interested persons contact the city.

e. Agreements Signed by the Mayor:

1. 09/28/2009 - JTM Construction – Change Order No. 2 in the amount of \$9,258.
  - CB#15 Type 1 not Type 2 as shown \$ 1,558
  - Water Meter at 261 Moe Street \$ 1,346
  - Water Meter at Edward Jones \$ 1,341
  - Waterproofing at Elevator \$ 1,634
  - PSE Electrical Installation Materials Cost Plus \$ 351
  - Catch Basin #10 Location and Grading \$ 628
  - Relocate Fire Hydrant on 3rd Ave to Property Line \$ 2,399
2. 09/30/2009 - Lewis Architecture & Interior Design- Relocation of new fire hydrant on Third Avenue and revision to grading to accommodate van parking modifications in the amount of \$1,262.13.
3. 10/05/2009 - David Evans & Associates, Inc. – Traffic Analysis Services Amendment No. 3 – no additional funds authorized.
4. 10/20/2009 - Krazan & Associates, Inc. – Water Tank Seismic Evaluation in the amount of \$11,480.

- f. Mayor Quade requested the reappointment of Judge Jeff Tolman, as Municipal Court Judge.

**MOTION:** Stern/Lord. Move to concur with Mayor Quade's reappointment of Jeff Tolman as the Municipal Court Judge - Term expiration December 31, 2013.

Motion carried unanimously. Absent: Crowder.

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

- a.** Councilmember Lord reported on discussion at the Kitsap Community Resources meeting regarding budget issues and the current services provided.
- b.** Councilmember Erickson commented on the Site Specific Redesignation approval of application 09-05, the Pee Wee/Sing property, and requested reconsideration of the application. Erickson explained the property has significant access issues, the letter of support from the Pee Wee's was not provided to the council, and the application and package only showed the Sing property.
- c.** Councilmember Rudolph informed the council he would be attending the Kitsap Homebuilders Association Low Impact Development Implementation workshop on November 6<sup>th</sup>.
- d.** Councilmember Stern questioned what material fact was not presented and/or incorrect in the Site Specific Redesignation application 09-05. Councilmember Erickson stated the application was a solo application submitted by Mr. Sing; and a letter of support from the Pee Wee's was not provided to the council. Councilmember Berry-Maraist commented the information regarding the number of potential units on the property, as listed on the staff report is substantially different then what was presented by staff.
- e.** Councilmember Berry-Maraist reported the Public Works Committee would be meeting on Monday, November 9<sup>th</sup>, due to the holiday.
- f.** Mayor Quade informed the council of the addition of business item 7g, Set Public Hearing for Amendments to Title 19, to the agenda.

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

None.

### **5. CITIZEN COMMENTS**

- a.** Laurie Barrett, Poulsbo, commented on site specific redesignation application #09-05, expressing her opposition to the application approval and her concern with how the vote was handled by several councilmembers and the Mayor.

- b. David Wells, Poulsbo, commented on the Harrison Hospital report and the City budget constraints. Wells also requested council to consider the justification of increasing of hook up and fees, that cannot be recouped by developers and property owners, especially in the difficult economic times.

## **6. CONSENT AGENDA**

**MOTION:** McGinty/Berry-Maraist. Move to approve Consent Agenda items a and b.

Motion carried unanimously. Absent: Crowder

The items listed are:

- a. City Council Minutes of August 26, 2009
- b. City Council Minutes of September 2, 2009

## **7. MAJOR BUSINESS ITEMS**

### **a. HDBA – Horse Drawn Carriage Request**

**MOTION:** Lord/Stern. Move to approve the request from the Historic Downtown Poulsbo Association (HDBA) for horse drawn carriage rides from November 28 – December 27, 2009 as requested with the business licensing and insurance conditions.

Motion carried unanimously. Absent: Crowder

### **b. Centennial Park Change Order #009-02 and 009-03**

Parks and Recreation Director McCluskey reported the construction on the pergolas at Centennial Park has begun and should be complete in the next week. Two change orders have been received for parking lot barrier improvements, which includes additional landscaping and mature trees; and fill material to level the existing grade issues.

**MOTION:** Lord/Berry-Maraist. Move to approve two change orders for the Centennial Park Pergola Project to Shovel & Company: #009-02 for \$4,506.90 for Parking Lot Barrier Improvements; and #009-03 for \$646.60 for fill material to level existing grade issues.

Motion carried unanimously. Absent: Crowder

### **c. Preliminary Budget Presented to Council**

Finance Director Booher reported on the Proposed Preliminary General Fund variance, and the revenue and expenditure adjustments to decrease the variance. Booher reviewed the Finance/Administration Committee

recommendations for revenue and expenditure adjustments, which included:

- Transfer from Cemetery Reserves to cover Cemetery Maintenance Costs.
- Reducing Hotel/Motel Tax to the Chamber of Commerce and Kitsap Visitors Convention Bureau (KCVB) from 2% to 1% to split equally. That would allow the city to fund police overtime for events, fireworks for Fireworks on the Fjord, and maintenance for the Waterfront Park restrooms.

Councilmember Berry-Maraist expressed concern with decreasing funding to KCVB and the Chamber of Commerce, which provides marketing.

- Reduce Transfer to Street Reserves - Remaining transfer combined with other transfers will allow enough funds to accomplish the 2010 planned projects.
- Transfer to Revenue Stabilization.
- Capital Replacement- Postpone replacement of the Parks and Recreation van and boat, Police color copier and Central Services color printer.
- Replace one Municipal Court computer; instead of two, as requested.
- No discretionary expenses were recommended to be decreased.
- Employee furloughs were discussed, however were not recommended at this time. The issue would be discussed by the committee again in June 2010.

Chief Swiney stated he would bring the Police vehicles and color copier replacement requests to the Public Safety/Legal Committee next week, for discussion and recommendation.

Finance Director Booher requested council concurrence to move forward with the Finance/Administration Committee recommendations; council concurred.

**d. 7:15 PM Public Hearing: 2010 Budget**

Mayor Quade opened the public hearing at 9:21 PM, and asked for public comments. No public comments were received.

**MOTION:** Stern/Lord. Move to continue the public hearing to Wednesday, November 18, 2009, at the Poulsbo City Council Chambers.  
Motion carried unanimously. Absent: Crowder

**e. Ordinance No. 2009-12, Set Property Tax Levy**

**MOTION:** McGinty/Erickson. Move to approve Ordinance No 2009 -12, an ordinance of the City of Poulsbo Washington levying the general taxes for the City of Poulsbo for the fiscal year commencing on January 1, 2010, on all property, both real and personal, in said city which is subject to taxation for the purpose of providing sufficient revenue to carry on the several departments of said city for the ensuing year as required by law, and approving an ordinance summary for publication.  
Motion carried unanimously. Absent: Crowder

**f. Reschedule Public Hearing for an Amendment to the 2010-2015 6-Year Transportation Improvement Program**

**MOTION:** Lord/McGinty. Move to reschedule the public hearing for the amended 6-year Transportation Improvement Program on December 2, 2009 at 7:30 PM.  
Motion carried unanimously. Absent: Crowder

**g. Set Public Hearing for Amendments to Title 19**

**MOTION:** Rudolph/McGinty. Move to set a public hearing for December 2nd, 2009, at 7:40 PM, to take testimony and consider adopting amendments to Title 19.  
Motion carried unanimously. Absent: Crowder

**8. DEPARTMENT/COMMITTEE REPORTS**

- a. Councilmember Stern expressed concern with the approval of Site Specific Resignation application #09-05, and questioned if the motion can be reconsidered at later date, if there is substantial finding of fact. Mayor Quade stated the final ordinance and findings of fact have not been approved, however if there is significant material misrepresentation, it is her understanding that the motion may be reconsidered.
- b. Community Services Committee: Councilmember Lord reported the next committee meeting will be held on November 16, 2009, due to the holiday.

- c. Mayor Quade reported the negotiations for the purchase of the Parks and Recreation Building are continuing, and explained the concerns the Kitsap County Consolidated Housing Authority has with the proposed agreement. Finance Director Booher provided an overview of the funding sources in order to purchase the building.
- d. Kitsap Regional Coordinating Council (KRCC): Councilmember Stern reported on Mayor Coppola's, City of Port Orchard, proposal to declare Port Orchard as a "Growth Center", the reduction of membership and service of the KRCC, and concerns to be presented to the Legislature.

## 9. CONTINUED COMMENTS FROM CITIZENS

None.

## 10. COUNCILMEMBER COMMENTS

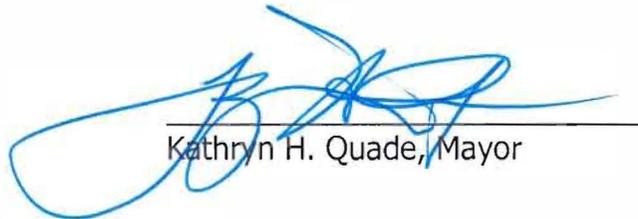
- a. Councilmember Rudolph commented on his comments at the prior meeting, regarding the Sing/Pee Wee redesignation application; clarifying when he talked to residents of Poulsbo Place, he stated stormwater, wetlands and street access mitigation would be required if the property was to be developed; he did not state that the residents were in support of such plans.

## 11. ADJOURNMENT

**MOTION:** Berry-Maraist /Lord. Move to adjourn at 9:58 PM.  
Motion carried unanimously.

ATTEST:

  
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Jill A. Boltz, City Clerk

  
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Kathryn H. Quade, Mayor