

**POULSBO CITY COUNCIL MEETING OF FEBRUARY 17, 2010**

**MINUTES**

- PRESENT:** Mayor Erickson; Councilmembers: Bauman, Henry, Lord, McGinty, Rudolph, Stern.  
Staff: Berezowsky, Boltz, Booher, Kasiniak, Kingery, Loveless, McCluskey, Stephens, Swiney.
- ABSENT:** Councilmember Berry-Maraist.

**MAJOR BUSINESS ITEMS**

- \* \* \* Claims – January 1-31, 2010
- \* \* \* Payroll – January 1-31, 2010
- \* \* \* Minutes of January 20, 2010 Council Meeting
- \* \* \* Minutes of February 3, 2010 Council Meeting
- \* \* \* Special Event – Boy Scout Troop #1571
- \* \* \* Special Event – Leadership Kitsap Fun Run
- \* \* \* Presentation – State of the Library – Sharon Lee
- \* \* \* Memorandum of Understanding Renewal – Kitsap Regional Library
- \* \* \* Ordinance No. 2010-05, 4<sup>th</sup> Quarter 2009 Budget Amendments
- \* \* \* Noll Road Improvements Amendment No. 5 – Parametrix
- \* \* \* Draft Comment Letter to Puget Sound Regional Council
- \* \* \* Interlocal Agreement Between Cities of Bremerton, Poulsbo, Bainbridge Island and Port of Bremerton for Resource Conservation Management Services

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

Mayor Erickson 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. **City Hall update:** Public Works Director Loveless briefed the Council on the continued construction at City Hall. The stairs from the main entrance will be poured within the next two weeks, as well as installation of the windows and roofing material. Loveless also reported the preparation for widening the sidewalk on Moe Street has also begun.

b. **Appointments to Parks and Recreation Commission and Planning Commission:**  
**MOTION:** Stern/Rudolph. Move to concur with Mayor Erickson's appointment of Becky Lorber to the Parks and Recreation Commission with a term expiration of December 31, 2012; and Catherine (Kate) Nunes to the Planning Commission with a term expiration of December 31, 2015.  
Motion carried unanimously.

### 3. MAYOR AND COUNCIL DISCUSSION

- a. Councilmember Rudolph voiced his appreciation for the sidewalk and roadside cleanup by the Public Works crew.
- b. Councilmember Stern commented on the concept of gateways in Poulsbo, and the opportunity to coordinate with the Tree Board. Mayor Erickson stated she hopes to have a Council workshop addressing gateways in the near future.
- c. Mayor Erickson announced business item a, Special Event- Boy Scout Troop #1571 will be rescheduled, because the Boy Scouts were unable to attend tonight; and she would call for a recess after business item f, to give the Council time to review the information provided to them at the beginning of the meeting for business items g and h.

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

- a. **Public Works Committee:** Councilmember Rudolph reported the committee discussed and recommends approval of Noll Road Improvements Amendment with Parametrix.

### 5. CITIZEN COMMENTS

None.

### 6. CONSENT AGENDA

**MOTION:** McGinty/Lord. Move to approve Consent Agenda items a through d.  
Motion carried unanimously. Absent: Berry-Maraist  
The items listed are:

- a. Claims – January 1-31, 2010
- b. Payroll – January 1-31, 2010
- c. Minutes of January 20, 2010 Council Meeting
- d. Minutes of February 3, 2010 Council Meeting

### 7. MAJOR BUSINESS ITEMS

#### a. **Special Event – Boy Scout Troop #1571**

Rescheduled to the March 3<sup>rd</sup> meeting.

#### b. **Special Event – Leadership Kitsap Fun Run**

Parks and Recreation Director McCluskey reported the Community Services Committee discussed the application and recommends approval. The route will use the Viking Fest Road Race route, and there will be no road closures.

**MOTION:** Henry/McGinty. Move to approve the April 24th special event at Liberty Bay Park through Kitsap Leadership as presented.  
Motion carried unanimously. Absent: Berry-Maraist

**c. Presentation – State of the Library**

Sharon Lee, Poulsbo Librarian, reported on the increase of people coming to the Poulsbo Library; improvements to the parking lot; budget reductions, including reduction of hours open and staff hours, and upcoming events.

**d. Memorandum of Agreement Renewal – Kitsap Regional Library**

Parks and Recreation Director McCluskey reported one of the only changes to the 2010 agreement is an increase of community room use by the Library to 150 hours, from 100 hours; and increase of use by the City to 50 hours, from 40 hours.

**MOTION:** Lord/Henry. Move to approve the memorandum of agreement, as modified, with the Kitsap Regional Library as present; and authorized the Mayor to sign the agreement.  
Motion carried unanimously. Absent: Berry-Maraist

**e. Ordinance No. 2010-06, 4th Quarter 2009 Budget Amendments**

Mayor Erickson asked for public comments; no comments were received.

**MOTION:** McGinty/Lord. Move to adopt Ordinance No. 2010-06, an ordinance for the City of Poulsbo, Washington, amending the 2009 budget adopted by Ordinance No. 2008-21 to revise the revenues to and appropriations from certain funds and approving an ordinance summary for publication.  
Motion carried unanimously. Absent: Berry-Maraist

**f. Noll Road Improvements Amendment No. 5 – Parametrix**

Assistant Public Works Director Kasiniak explained the amendment is coming forward now, in anticipation of the upcoming federal stimulus funding, which requires the project be shovel ready.

**MOTION:** McGinty/Henry. Move to approve Amendment No. 5 to the existing contract for professional services for the Noll Road Corridor project with Parametrix, Inc. in the amount of \$109,980.00 and direct staff to necessary budget amendments.  
Motion carried unanimously. Absent: Berry-Maraist

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Mayor Erickson recessed the meeting for a 10 minutes at 7:41 PM. Mayor Erickson reconvened the meeting at 7:51 PM.

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**g. Interlocal Agreement Between Cities of Bremerton, Poulsbo, Bainbridge Island and Port of Bremerton for Resource Conservation Management Services**

Public Works Director Loveless reported the four jurisdictions (Cities of Bremerton, Poulsbo, Bainbridge Island and Port of Bremerton) jointly were awarded a grant which would partially fund Resource Conversation Management Services; the cost is based on the relative utility bills between the four agencies; and would require a two year commitment. The City of Poulsbo's portion would be 10% of the 25% and the grant pays 75%.

Councilmember Stern questioned the funding source for the services; Loveless explained the funds would primarily come from enterprise funds and would also be dependent on where energy savings are identified. Stern expressed concern with the open ended dollar amount the City would be obligated to pay.

Councilmember Bauman suggested language be added that states "not to exceed \$10,000". Council discussion included concern that other jurisdictions would add their own restrictions, and including a 10% contingency.

**MOTION:** Lord/McGinty. Move that the Council authorize the Mayor to sign the Interlocal Agreement with minor insubstantial changes for Resource Conservation Management Services with the Cities of Bremerton and Bainbridge Island and the Port of Bremerton, not to exceed \$10,000 for the first two years. Motion carried unanimously. Absent: Berry-Maraist

**h. Draft Comment Letter to Puget Sound Regional Council**

Councilmember Rudolph briefed the Council on the premise of the comment letter to PSRC regarding Transportation 2040. The purpose is to encourage balance of transportation improvements among surrounding jurisdiction and counties. Rudolph reviewed and explained each of the suggested comments drafted by Mayor Erickson, Councilmember Berry-Maraist and himself.

Councilmember Stern suggested adding an additional comment to support addressing telework and telecommuting solutions; Council concurred.

Council concurred to allow the Mayor to draft a letter including the comments presented and discussed.

**8. DEPARTMENT/COMMITTEE REPORTS**

- a. **Public Safety/Legal Committee:** Councilmember McGinty reported the new Public Defender Andrea Little, of the Buskirk Law Firm, was present at the meeting, Judge Tolman has saved approx \$1,500 this month by doing electronic home monitoring opposed to placing them in jail, the success of the COPPS program and City Clerk Boltz was commended for developing a Special Event application and approval process.
- b. **Finance/Administration Committee:** Councilmember Lord briefed the council on the update from the City Hall moving committee, quarterly variance report; and revisions to the Council Rules of Procedure revisions and Chapter 2.04 of the Poulso Municipal Code.
- c. Councilmember Rudolph stated the need to revise the committee meeting dates of either the Community Services Committee or Economic Development Committee to the fourth Wednesday of the month. Councilmember Stern expressed concern moving the Economic Development Committee to the fourth Wednesday due to the Chamber Economic Development Committee meetings scheduled the same date. Mayor Erickson stated she would contact the Chamber to determine if they are able to change their meeting date to allow them to attend the fourth Wednesday meeting.

**9. CONTINUED COMMENTS FROM CITIZENS**

None.

**10. COUNCILMEMBER COMMENTS**

None.

**11. ADJOURNMENT**

**MOTION:** Lord/McGinty. Move to adjourn at 9:08 PM.

Motion carried unanimously.

  
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Rebecca Erickson, Mayor

ATTEST:

  
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Jill A. Boltz, City Clerk