

## POULSBO CITY COUNCIL MEETING OF APRIL 21, 2010

### MINUTES

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

### MAJOR BUSINESS ITEMS

- \* \* \* Payroll- March 1-31, 2010
- \* \* \* Claims- March 1-31, 2010
- \* \* \* Minutes of March 17, 2010 City Council Meeting
- \* \* \* Minutes of April 7, 2010 City Council Meeting
- \* \* \* Passage of Ordinance NO. 2010-10, 1<sup>st</sup> Quarter Budget Amendments
- \* \* \* Extension of License Agreement with St. Olaf's Catholic Church- Trail Connection to Wilderness Park
- \* \* \* Revised Federal Right-of-way Procedures
- \* \* \* Continued Discussion: Utility Rate Ordinance

#### 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 AGENDA REVIEW

- a. City Hall update: Public Works Director Loveless reported on the continued construction of the new City Hall, with the projected completion date of July. Dry wall is being installed on the first and second floor, and the HVAC system and elevator will go in within in the next week.
- b. Tree City USA Award from the Department of Natural Resources: Parks and Recreation Director McCluskey introduced Ian Scott, Washington Community Forest Council, and Tree Board members, Bill Lockard, Mary Carter, and Jim Leary. Scott presented the City with their 13<sup>th</sup> Annual Tree City USA Award, for the commitment to tree preservation and quality of life in the community.
- c. Introduction of Citizen Volunteer: Sergeant Wright introduced William Lantz the newest Police Citizen Volunteer. Mayor Erickson expressed her appreciation to Lantz for his volunteerism and service.

d. Agreements Signed by the Mayor: Mayor Erickson stated agreements that she signs will be posted on the City's website.

- 01/05/2010 JTM Construction – Change Order No. 5: \$ 27,564
  - Delete Countertops at Plans/Records 203 \$ (2,108)
  - Extend Beam \$ 751
  - Add Pavement, Striping, and Curb at Bjermeland \$ 14,258
  - Move Van Accessible Stall \$ 482
  - Add Innerduct at (2) Existing Conduits \$ (2,007)
  - Motorized Damper for RF-1 \$ 632
  - PSE Schedule Impact \$ 4,223
  - Add Trench Drain at Basement Garage Entry \$ 6,066
  - Backdraft Dampers for EF-7 EF-8 \$ 684
  - Mechanical Room Door Opening 002 \$ 1,235
  - Retaining Walls on 3<sup>rd</sup> Ave \$ 3,349
- 03/02/2010 State of Washington – Purchasing Agreement: \$ 2,000
- 03/17/2010 David Evans & Associates, Inc. – Traffic Analysis Services Amendment No. 4: \$ 0
- 03/25/2010 JTM Construction – Change Order No. 6: \$ 20,927
  - Sandblasting of Landscape Boulders \$ 6,071
  - Revise Sidewalk South Side Moe Street \$ 5,132
  - Add Wireless Safety Edges at Doors #111A, 111B \$ 992 and 111C
  - Layout Change at Corner of Moe and Bjermeland 3,042
  - Grade Revisions at Dumpster Gate 1,081
  - Grading and Landscape Changes 1,597
  - Remote Dampers for FTU 2-1 and FTU 3-1 1,142
  - Install OSB at Attic 1,870
- 04/01/2010 Historic Downtown Poulsbo Association Maintenance of Downtown Flower Basket Program: \$5,750
- 04/01/2010 Lutheran Community Services / Kitsap County Retired and Senior Volunteer Program (RSVP): \$ 0
- Windermere – Real Estate Contracts for the sale of current City Hall site and Klingel property as well as the lease space in the lower level of the Parks and Recreation Building.

- e. Joe Kennedy, Head Master of West Sound Academy, announced the Murphy House has been purchased by Annie Murphy and Brian Curtis, and they will be allowing West Sound Academy to use a portion of the house for international students, which will have a residential curriculum. The Academy is also looking to partner with the Marine Science Center, Poulsbo Historical Society and the Poulsbo Library.
- f. Councilmember Stern introduced Dr. Alex Hsi and Berit Madsen, Peninsula Cancer Center. Madsen commented on the great need for patients to receive cancer care without traveling to Seattle. The center specializes in Radiation Oncology and works with surgeons at Harrison Hospital.

Hsi stated all the advanced technologies available at Virginia Mason Hospital are also available at Peninsula Cancer Center.

- g. Mayor Erickson announced the City will begin enforcing parking in Anderson Parkway in the late evening, after midnight, and weekends, beginning May 1<sup>st</sup>.
- h. Mayor Erickson commented on an error in a Kitsap Sun article regarding a motion made for Strategic Visioning at the Kitsap Transit Board meeting, stating the deadline is 4 months, not 6 months as stated in the article.

### **3. CITIZEN COMMENTS**

- a. Troy Barber, Sensible Washington, commented on Initiative 1068 to reform marijuana laws in Washington State and their intent to circulate petitions for support during Viking Fest. They will respect the Viking Fest organization and not petition in Anderson Parkway.
- b. Ray Diehl, commented on the Utility Rates ordinance and the impact to his property and the financial impact, since his septic system is within the proposed distance in the ordinance.

### **4. COUNCIL DISCUSSION/COMMITTEE REPORTS**

- a. Councilmember Rudolph reported on Poulsbo Historical Society (PHS) discussion on the proposal to include the Poulsbo Museum in the new City Hall; and presented the PHS funding proposal, including the grant requirements for PHS to obtain grant funding.
- b. Public Safety/Legal Committee: Councilmember McGinty reported Dave McCoy, Bainbridge Island, is continuing the study and analysis of the Municipal Courts; the task force plans to meet the beginning of May to review the findings. Stern

stated Judge Tolman will be reporting out on the functional analysis received from Bainbridge Island at each committee meeting.

- c. Public Works Committee: Councilmember Berry-Maraist reported on discussion and the recommendation of approval for business items on the Council agenda. Councilmember Berry-Maraist announced the North Kitsap Trails Association will be holding two upcoming workshops.
- d. Councilmember Bauman reported the Parking Study Committee will be meeting on May 11<sup>th</sup> and will study parking in downtown.
- e. Finance/Administration Committee: Councilmember Lord reported the Real Estate Excise Tax (REET) has increased over this month last year; potential Council workshop to discuss updating the zoning codes for the best use of available downtown properties; and discussion on Sungard's Application Service Provider (ASP) software.

## 5. **CONSENT AGENDA**

**MOTION:** Lord/McGinty. Move to approve Consent Agenda items a through d. Motion carried unanimously.

The items listed are:

- a. Payroll March 1-31, 2010: Check numbers (including Direct Deposit vouchers) 30011486 through 30011723, \$313,9253.69
- b. Claims March 1-31, 2010: Check numbers 10013303 through 10013568 and electronic disbursement numbers 20-0021 through 20-0027, \$1,539,412.34.
- c. Minutes of March 17, 2010 City Council Meeting
- d. Minutes of April 7, 2010 City Council Meeting

## 6. **BUSINESS AGENDA**

### a. **Passage of Ordinance No. 2010-10, 1<sup>st</sup> Quarter Budget Amendments**

Mayor Erickson requested public comments; no comments were received.

**MOTION:** McGinty/Henry. Move to adopt Ordinance 2010-10, an ordinance of the City of Poulsbo, Washington, amending the 2010 budget adopted by Ordinance No. 2009-16 to revise the revenues to and appropriations from certain funds and approving an ordinance summary for publication. Motion passed unanimously.

### b. **Extension of License Agreement with St. Olaf's Catholic Church- Trail Connection to Wilderness Park**

Public Works Director Loveless stated the existing trail to allow access the head of Wilderness Park from the High School. The Church is in agreement to extend the license for an additional five years.



**MOTION:** McGinty/Berry-Maraist. Move that the Council authorize the Mayor to sign the agreement to extend the license with St. Olaf's Catholic Church for an additional five years.

Motion passed unanimously.

**c. Revised Federal Right-of-way Procedures**

Public Works Director Loveless stated the Washington State Department of Transportation (WSDOT) has updated their procedures for acquiring right-of-ways, the main difference being property value over \$25,000 requires an appraisal; which has increased from \$10,000.

**MOTION:** Henry/Berry-Maraist. Move to authorize the Mayor to sign the revised right-of-way procedures and forward them to WSDOT for approval.

Motion passed unanimously.

**d. Continued Discussion: Utility Rate Ordinance**

Public Works Director Loveless stated he revised the ordinance based on Council discussion at the previous Council meeting, outlining the changes.

Council discussion included the public safety issue of potential failing septic systems, the documentation required to waive the penalty, whether to retroactively charge uncollected waste water penalty fees, and the fee assessed for door hangers and shut off/on service.

The Council recommended establishing a door hanger notice of \$20.00.

**MOTION:** Rudolph/Lord. Move that the Council authorize the Mayor to sign Ordinance No. 2010- 11 to adjust utility rates and charges, with the change of the door hanging fee to \$20.00; providing for severability, and establishing an effective date of May 1, 2010.

Yes: Rudolph, Berry-Maraist, Bauman, Lord, Stern, Henry

No: McGinty

Motion carried.

**7. DEPARTMENT HEAD/COUNCIL COMMITTEE/BOARD/COMMISSION REPORTS**

**a. Councilmember Berry-Maraist reported on:**

- The Westsound Watershed meeting and the potential for funding for Near Shore Habitat projects, for Fish Park.

- Kitsap Regional Coordinating Council (KRCC) Transportation Policy Board meeting, where the City requested to retain the left over funding from the North and South Viking Avenue project, to be rolled over to the Safe Route to School Noll Road project. The request will be going forward to the KRCC Executive Board.
  - A presentation at KRCC, for the Trails Ad HOC committee and will be presented to the KRCC Executive Board in June.
- b. Councilmember Stern commented on this attendance at the Bainbridge Island Chamber of Commerce Luncheon, where Representative Rolfes gave a presentation.

#### 8. CONTINUED COMMENTS FROM CITIZENS

None.

#### 9. COUNCILMEMBER COMMENTS

- a. Councilmember Rudolph commented on a citizen comment left in the suggestion box, regarding the funding for the museum and the funds not going toward the repair of Fjord Drive. Rudolph clarified the museum is not costing taxpayers more money and not diverting money away from the Fjord Drive repairs.
- b. Mayor Erickson commented on the additional revenue that will be received from the Museum and any rental space; clarifying the City is not giving anything away.
- c. Councilmember Stern expressed his support for parking enforcement during the evening only, and will not support wide spread enforcement.

#### 10. ADJOURNMENT

**MOTION:** Henry/McGinty. Move to adjourn at 8:57 PM.  
Motion carried unanimously.

  
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Rebecca Erickson, Mayor

ATTEST:

  
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Jill A. Boltz, City Clerk