

POULSBO CITY COUNCIL MEETING OF DECEMBER 8, 2010

MINUTES

PRESENT: Mayor Erickson; Councilmembers: Bauman, Berry-Maraist, Henry, Lord, McGinty, Rudolph.
Staff: Bateman, Berezowsky, Boltz, Booher, Loveless, Nelson, Stephens, Swiney

ABSENT: Councilmember Stern

MAJOR BUSINESS ITEMS

- * * * Budget Amendment, BA10-0411 Parks and Recreation Building
- * * * Budget Amendment, BA10-0412 Property and Excise Tax
- * * * Minutes of November 3, 2010 City Council Meeting
- * * * Ordinance No. 2010-26, City Office Hours
- * * * Ordinance No. 2010-27, Dissolution of the Design Review Board
- * * * Resolution No. 2010-21, Cost Schedule
- * * * Final Budget Review and Approval
- * * * Workshop: Parking

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:03 PM and led the Pledge of Allegiance.

2. MAYOR'S REPORT AND AGENDA REVIEW

- a. Mayor Erickson reported on the Special Council meeting held Saturday, December 4th to interview council applicants; the decision will be announced on January 5th and thanked all the applicants.

3. COMMENTS FROM CITIZENS

- a. Kathryn Quade expressed her appreciation for all the work done by the Council, specifically Councilmember Rudolph, for his many years of service to the City and commented on what she learned from him during her time with the City.
- b. Tom Foley commented on the Council candidate interview process and the high quality candidates. Foley suggested the next time interviews take place the questions be centered on specific City issues.

4. COUNCIL DISCUSSION/COUNCIL COMMITTEE REPORTS

- a. Community Services Committee: Councilmember Bauman reported on renting of City Hall conference rooms policies, guidelines and reservation process; potential grant to obtain additional property at Fish Park. The new park signs have been installed at the Parks and Recreation Building and Fish Park.
- b. Councilmember Lord reported several people came to the severe weather shelter at First Lutheran Church this winter.

5. CONSENT AGENDA

MOTION: McGinty/Berry-Maraist. Move to approve Consent Agenda items a through c.

Motion carried unanimously. Absent: Councilmember Stern

The items listed are:

- a. Budget Amendment, BA10-0411 Parks and Recreation Building
- b. Budget Amendment, BA10-0412 Property and Excise Tax
- c. Minutes of November 3, 2010 City Council Meeting

6. BUSINESS AGENDA

a. Ordinance No. 2010-26, City Office Hours

Mayor Erickson explained due to staffing reductions and to unify the departments office hours, the proposed City Office hours are 8:00 AM to 4:30 PM.

Council discussion included Municipal Court lunch closure impact on Court sessions, impact to citizens, and ability for citizens to pay bills online.

MOTION: Berry-Maraist/Lord. Move to adopt Ordinance No. 2010-26, amending 1.04.010(B) and (G) in order to change the current office hours for the Municipal Court and the Parks and Recreation Department and amending Poulso Municipal Code section 1.04.010 in its entirety in order to specify the hours in which City office shall be kept open for the transaction of City business in the new City Hall.

Motion carried.

Yes: Berry-Maraist, Henry, Rudolph, McGinty, Lord.

No: Bauman

Absent: Councilmember Stern

b. Ordinance No. 2010-27, Dissolution of the Design Review Board

Planning Director Berezowsky reported that with decreased staffing in the Planning Department, the staff is unable to support the Design Review Board, Planning Commission and the Hearing Examiner. The recommendation is to

abolish the Design Review Board, and give the Design Review authority to the Planning Director and the Planning Commission.

Councilmember McGinty reported, the Public Works Committee reviewed and recommends approval.

MOTION: Rudolph/Henry. Move to approve adopting Ordinance No. 2010-27 amending Title 2.44 of the Poulsbo Municipal Code and repealing Poulsbo Municipal Code 2.44.020 through 2.44.090 in order to abolish the Design Review Board and to provide for Design Review by the Planning Commission when the Planning Commission is the review authority, and for Design Review by the Planning Director when the Planning Commission is not the review authority. Motion carried unanimously. Absent: Councilmember Stern.

c. Resolution No. 2010-21, Cost Schedule

City Clerk Boltz reported the update in the cost schedule is to reflect current rates, specially increased charge for nonsufficient funds (NSF) fee and establish a fee for electronic copies.

Councilmember Berry-Maraist suggested the charge for maps be specified for black and white, and color.

MOTION: Lord/Henry. Move to adopt Resolution No. 2010-21, amending the Cost Schedule involved in the provision of public records, clarifying the cost for copies to include electronic format, removing the cost for verbatim transcripts and update to the costs associated with NSF checks, amended as discussed. Motion carried unanimously. Absent: Councilmember Stern.

d. Final Budget Review and Approval

Finance Director Booher provided an overview of the 2011 Budget changes, including fund changes, the funds that will be closed, reduction in transfers and reduction in staffing levels. There have been preliminary budget changes; currently the variance is \$204,859 however it is still being reviewed to hopefully be decreased. The 2011 the total fund budget is \$23 million; a decrease of \$13 million, which is primarily due to projects.

The budget ordinance will come forward for approval at the next Council meeting.

MOTION: Henry/Lord. Move to approve the City of Poulsbo's 2011 Budget. Motion carried unanimously. Absent: Councilmember Stern.

e. Workshop: Parking

Parking Committee members present: Councilmember Bauman, Berry-Maraist, and Rudolph; Angela Bennink, Tammy Mattson, Tony DeCarlo, and Bill Austin.

Councilmember Bauman presented the committee recommendations:

- Downtown Parking Garage: Location, establishment of a reserve fund, fee-in-lieu-of parking provision, incentives for downtown developments.
- Anderson Parkway: Expand public uses of the waterfront park, redevelopment
- Overnight Parking: Parking vouchers be given or other means to assist impaired drivers in not being ticketed for overnight parking.
- Parking fees and Enforcement: Retain free parking except during peak hours, a small hourly parking fee.
- Improvements to 3rd Avenue: Reconfiguration to include opportunities for handicapped parking.
- Parking Standards: Revise City parking standards in accordance with 2008 parking study recommendations.
- Specialized Parking needs: Enhancements for motorcycles bicycles, handicapped parking, delivery vehicles and tour buses.
- Monitoring and evaluation: Monitor recommendations on an ongoing basis to determine the impact and effectiveness.

Bauman stated the committee identified potential project partners and potential funding mechanisms. The full document is available on the City website.

Bill Austin thanked Councilmember Bauman for chairing the committee, stating the committee members agreed on the recommendations.

Tammy Mattson stated parking has been studied by the City and has been a goal of the Council for many years. The City should take a leadership and visioning role and why it is important to find funding for parking solutions.

Tony DeCarlo stated the importance of starting a funding source and reserve funding, by parking fees. Anderson Parkway parking lot should be redeveloped in the future, with the best value and use.

Angela Bennink expressed her concern to keep the residents in mind and not turn 3rd Avenue into a main road.

Council discussion included conducting a formal study, including future parking needs; and timeframe for the recommendations.

Councilmember Bauman suggested the Public Works, Economic Development and Finance Administration Committees review and bring forward recommendations to the Council, with intent to move the parking recommendations forward.

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

- a. Councilmember Berry-Maraist announced her appointment as an alternate representing Kitsap Regional Coordinating Council (KRCC) at the Puget Sound Regional Council (PSRC) Growth Management Policy Board; and her attendance at a meeting with the Mayor and representatives from the School District.
- b. Historical Society Museum: Councilmember Rudolph reported the carpet was installed today in the museum and the opening is planned for January 2011.
- c. Mayor Erickson reported:
 - Historic Downtown Poulsbo Association (HDPa) elected new board members at the last meeting.
 - Kitsap Regional Coordinating Council (KRCC) board appointments
 - Her appointment as Housing Kitsap Vice Chair for 2011
 - Establishment of two Stakeholders groups, Dogfish Creek group and Community Events/Festivals.
 - The lease with SeaAlaska has been signed for the Public Works administration building.
 - There have been several complaints on sandwich/portable board signs; therefore beginning the end of January the sign ordinance prohibiting portable signs will be enforced on Highway 305 and any signs that are not in compliance will be removed.
- d. Public Works Committee: Councilmember McGinty reported on discussion regarding the enforcement of the sign ordinance relating to sandwich board signs, bids were received for the Noll Road improvements Phase 1 and provided an update on the several grants received.

8. CONTINUED COMMENTS FROM CITIZENS


None.

9. COUNCILMEMBER COMMENTS

- a. Councilmember Berry-Maraist reported on her attendance at the San Lucia Festival, and next Tuesday an Argosy Cruise ship will be in visiting in Liberty Bay.

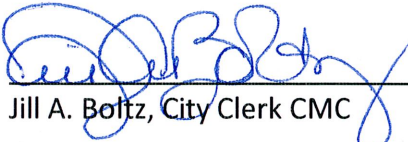
10. ADJOURNMENT

MOTION: Lord/McGinty. Move to adjourn at 9:37 PM.
Motion carried unanimously.



Rebecca Erickson, Mayor

ATTEST:



Jill A. Boltz, City Clerk CMC