

# **POULSBO CITY COUNCIL SPECIAL MEETING OF APRIL 22, 2009**

## **M I N U T E S**

**PRESENT:** Mayor Quade; Councilmembers: Crowder, Erickson, Lord, McGinty, Rudolph, Stern.  
Staff: Berezowsky, Boltz, Booher, Kasiniak, Loveless, Stephens, Swiney.

**ABSENT:** Councilmember Berry-Maraist.

### **MAJOR BUSINESS ITEMS**

- \* \* \* Award City Hall Construction Contract
- \* \* \* Noll Road Phase I Implementation Plan
- \* \* \* South Fork of Dogfish Creek-Restoration Master Plan
- \* \* \* 2009 Transportation Plan Update

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

Mayor Quade called the meeting to order in the Council Chambers at 5:01 PM and lead the Pledge of Allegiance.

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

- a. Mayor Quade commented on the bid opening for the new City Hall project that occurred on April 21, 2009, and expressed her appreciation to all of those involved in the process.

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

- a. Councilmember Rudolph shared advertising and promotional information for the City in the Automobile Association of America magazine, as a result of the hotel/motel marketing coalition.
- b. Councilmember Erickson commented North Kitsap Fishline is beginning to look for a new location.

#### **4. CITIZEN COMMENTS**

- a. Ardis Morrow complimented North Kitsap Fishline Director Karen Timken.

#### **5. CONSENT AGENDA**

None

## 6. MAJOR BUSINESS ITEMS

### a. Award City Hall Construction Contract

Public Works Director Loveless reported on April 21, 2009, fifteen well qualified bids for the City Hall construction project were received, with JTM Construction being the lowest bidder. The bid amount, including the four alternates, is for \$8,267,000, 14% below the budgeted amount. The alternates include metal roofing, Parflex siding, cabinetry in the third floor, and audio visual equipment. The City, as well as Lewis Architecture, has verified JTM Construction's references and past performance.

Councilmember Erickson urged the Council to be cautious with the savings realized with the lower bid. Finance Director Booher advised some of the savings will be used to purchase the furniture, fixtures and equipment that help the City function more efficiently, such as high density storage, new technologies and phone system.

Councilmember Stern encouraged including state of the telecommunication and broadband technologies in City Hall; to take advantage of the opportunity to include the technology as the building is built.

Councilmember Rudolph stated any items included in the alternates or outside of the contingency, would come to council for discussion and approval.

Loveless advised the timeline for the project:

- In the next few weeks, the contractor will submit required documents, including performance and payment bond, certificate of insurance, to the City and Council for review and approval; and execution of the contract
- Issue notice to proceed and construction beginning in mid-May
- Move in date of late summer of 2010.

**MOTION:** Rudolph/Stern. Move to award the bid for Poulsbo City Hall Construction project JTM Construction, in the amount of \$8,267,000.00, and subject to the City Attorney's approval of the contract documents and give the Mayor authority to authorize change orders up to 10% of the contract price.

Motion carried unanimously. Absent: Berry-Maraist.

**b. Noll Road Phase I Implementation Plan**

Assistant Public Works Director Kasiniak reported during the stakeholders group discussion took place regarding development of a park and ride facility. Kasiniak stated the amendment to the existing agreement with Parametrix consists of preparing the Noll Road phase I implementation plan and assisting the City with coordination of implementation elements with other agencies transportation plan updates. Phase I proposed elements include at roundabout at Lincoln Road and Noll Road intersection; traffic signal at Noll Road and Hostmark; and Noll Road and SR 305; new road alignment on Noll Road, to be included on other agency maps; replacement of a culvert; improvements to Noll Road, included sidewalks; a park and ride, near Noll Road and SR 305.

The contract with Parametrix will help the City coordinate and facilitate the meetings with other agencies; prepare technical data to support the elements; and prepare the application to change the alignment to Noll Road. Kasiniak noted the additional funds will come from traffic impact fees.

**MOTION:** Crowder/Lord. Move to approve Amendment #3 to the exiting agreement for professional services with Parametrix, and a Budget Amendment in the amount of \$17,807.

Motion carried unanimously. Absent: Berry-Maraist.

**c. South Fork of Dogfish Creek- Restoration Master Plan**

Assistant Public Works Director Kasiniak provided an overview of the restoration master plan at south fork of Dogfish Creek.

Councilmember Stern questioned where the additional \$10,000 would come from; Kasiniak explained in 2008 the project was budgeted for \$100,000; with \$11,000 expended, however only \$5,000 was carried over into 2009. The additional funds would come from proprietary reserves.

**MOTION:** Lord/McGinty. Move to approve the contract with ICF Jones and Stokes in the amount of \$51,518 and budget amendment in the amount of \$10,000.

Motion carried unanimously. Absent: Berry-Maraist.

**d. 2009 Transportation Plan Update**

Assistant Public Works Director Kasiniak reported the Council and Planning Commission recommended the transportation plan be updated for inclusion in the Comprehensive Plan; the contract with David Evans and Associates has been changed accordingly. The proposed park and ride has been included in the plan, as well.

Councilmember Erickson questioned the timing of approval of the agreement to adopt the 6 year Transportation Plan, prior to the Capital Improvement Plan (CIP) committee reviewing and prioritizing the projects included in the plan. Erickson stated the need to define the function of the CIP committee.

Kasiniak stated the amendment to the agreement is to ensure the projects contained in the 2006 Transportation Plan are still accurate, to identify deficiencies and needs to accommodate future growth. Once those projects are identified, the CIP committee will review the plan to prioritize the projects.

**MOTION:** Crowder/Lord. Move to approve an amendment to the existing agreement for professional services with David Evans and Associates and a budget amendment in the amount of \$25,000.  
Motion carried unanimously. Absent: Berry-Maraist.

**7. DEPARTMENT/COMMITTEE REPORTS**

- a. Assistant Public Works Director Kasiniak commented on the restriping of Front Street and the addition of 20 parking spaces.

**8. CONTINUED COMMENTS FROM CITIZENS**

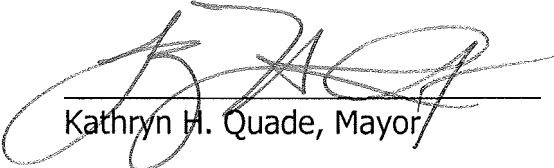
None.

**9. COUNCILMEMBER COMMENTS**

- a. Councilmember Stern and Lord commented on the progress of the new City Hall project, acknowledging the hard work of the Council, Mayor, staff and citizens.

**10. ADJOURNMENT**

**MOTION:** Rudolph/Stern. Move to adjourn at 5:58 PM.  
Motion carried unanimously.



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Kathryn H. Quade, Mayor

ATTEST:



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Jill A. Boltz, City Clerk

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