

## SPECIAL POULSBO CITY COUNCIL RETREAT OF FEBRUARY 5, 2011

### MINUTES

**PRESENT:** Mayor Erickson, Berry-Maraist, Bauman, Henry, Lord, McGinty, Musgrove, Stern.  
Staff: Boltz, Booher, Stephens.  
Also Present: Donna Zajonc, Facilitator

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

Mayor Erickson called the retreat to order in the Council Chambers at 9:08 AM.

#### 2. INTRODUCTION

Donna Zajonc introduced herself to the Council and provided a brief summary of the Council interviews that she conducted; and outlined the retreat agenda.

Zajonc led the Pledge of Allegiance.

##### a. "When you leave office....."

The Council shared their thoughts;

- Accomplishments while in office
- Council relationships
- What's best for the community
- The vision for the future of Poulsbo
- Leadership of Poulsbo throughout the County
- Service and stewardship to the community

##### b. Essential Roles, Leadership Responsibilities and Governance Dialogue

The Council discussed the similarities and differences between a leader and manager and those roles in relation to the Council and Mayor. Zajonc outlined the transition from "Small Town" to "Small City" and Problem vs. Outcome Orientation.

*\*\* Break at 10:26 AM; retreat reconvened meeting at 10:38 AM. \*\**

#### 3. DISCUSSION

##### a. Summary of Capital Improvement Plan

Finance Director Booher provided an overview of the process of establishing the Capital Improvement Plan (CIP), and what has been included in the 2011 budget. Council discussion included:

- The Regional Event Center no longer listed on the CIP

- CIP priorities
- Additional projects to be included
- Liberty Bay trail, 3<sup>rd</sup> Ave and Public Works complex to be reviewed by the Public Works Committee

**b. Council Priorities with Outcome Statements**

Council discussed each of the 2011 goals:

- Best use and maximize value of old City Hall building, Klingle and Jensen Way/Museum properties.

Councilmember Henry left the retreat, due to illness.

*\*\* Lunch break at 12:15 PM; retreat reconvened at 12:38 PM. \*\**

Zajonc had the Council establish an action statement for each 2011 goal:

- **Goal – Implement best use and maximize value for old City Hall, Klingle and Jensen Way/Museum properties:** Review Request for Proposal of demolition; discussion with Kitsap County to modify property line for relisting the property. *Mayor Erickson will research and report back to Council.*
- **Goal – Establish a community vision for Town Centers including Downtown, Poulsbo Place and The Village:** Get citizen input on building height and parking, lot line adjust around old City Hall site and King Olaf parking lot, fee in lieu of parking, use the Shoreline Master Plan update to see what public discussion can take place. *Public Works Committee will develop a Community Action Plan.*
- **Goal – Viking Avenue Revitalization:** Continue to build and grow a working relationship with Viking Avenue business owners. *Economic Development Committee will maintain the relationship with the Viking Avenue business owners and other property owners; and Lindvig Bridge proposal to potentially be included in the CIP.*
- **Goal – Implement best use and maximize value Public Works Properties including administration building, maintenance building and Lincoln triangle:** Review use options of Lincoln triangle in 180 days, to have an agreed plan to maximize public or other use. *Public Works Committee will review.*

- Goal – Add to facilities for recreation that includes a city/regional trail plan and other opportunities for partnerships and incentives for parks, open space, and facilities:

**3. SUMMARY AND FINAL THOUGHTS**

The Council summarized each of the action plans and responsible parties for each of the goals.

**4. ADJOURNMENT**

Retreat adjourned at 2:47 PM.

  
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Rebecca Erickson, Mayor

ATTEST:

  
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Jill A. Boltz, City Clerk, CMC

