

POULSBO CITY COUNCIL MEETING OF MAY 18, 2011

MINUTES

PRESENT: Mayor Erickson, Berry-Maraist, Bauman, Lord, McGinty, Musgrove, Stern.
Staff: Bateman, Berezowsky, Booher, Kasiniak, Loveless, Stephens.

Also present: Port of Poulsbo Commissioners Tony De Carlo, Glenn Gilbert, and Arne Bockus, Port Manager Kirk Stickle

ABSENT: Councilmember Henry

MAJOR BUSINESS ITEMS

- * * * Claims – April 1-30, 2011
- * * * Discussion: Joint Meeting with Port of Poulsbo
- * * * City/Port Property Transfer
- * * * Contract Amendment with Parametrix for Noll Road Roundabout
- * * * Discussion: County-wide Planning Policies / Fully Contained Communities
- * * * Modification to Lease with the Marine Science Foundation

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:02 PM and led the Pledge of Allegiance.

Mayor Erickson welcomed the Port Commissioners for the Joint Council meeting.

2. COMMENTS FROM CITIZENS

- a. Molly Lee commented on the additional population allocation, due to the population currently being reassessed; and the impact to Puget Sound and surrounding watersheds.
- b. Jan Wold commented on the Council decision on the population allocation growth rate and the impact to Liberty Bay and natural surroundings; and the

discussion on Fully Contained Communities.

3. **MAYORS REPORT AND COUNCIL COMMENTS**

- a. Councilmember Berry-Maraist recited an excerpt from an e-mail from former Councilmember Dale Rudolph regarding the current growth target, which is the same, as planned for nearly 20 years, now extended to 2030.
- b. Mayor Erickson reported:
 - Decreased participation in the Fishline Postal Drive; and they are in need of monetary donations.
 - Joint Meeting with North Kitsap School District (NKSD) Board is scheduled for May 25, 2011.
 - Noll Road improvements will begin the end of June, once school is out.
- c. Councilmember Musgrove encouraged the public to volunteer at local schools with their various summer programs.
- d. Councilmember Stern commented on the lack of landscaping at the intersection of Highway 305 and Highway 3; and a letter to the editor in the North Kitsap Herald regarding the vacant building at the corner of Jensen Avenue and Front Street.
- e. Commission Bockus thanked Council for the ongoing Joint meetings, which continue to enhance the relationship with the City.

4. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda item a. **Action:** Approve, **Moved by** McGinty, **Seconded by** Berry-Maraist.
Motion passed unanimously.

The items listed are:

- a. Claims – April 1-30, 2011- in the amount of \$1,134,295.38, Check Numbers 10016485 through 10016725 and Electronic Disbursement numbers 21-0025 through 21-0033.

5. BUSINESS AGENDA

a. Discussion: Joint Meeting with Port of Poulsbo

Permit Status of old Armory property: Port Manager Stickle explained the parking lot permit status is being held up due to the property not being recorded properly by the State.

Commissioner Bockus stated the Ports vision for the property is for additional parking, including boat and/or trailer parking.

Council concurred to allow the Planning Department to move forward with the permit process as far as possible, until the ownership issue can be resolved.

Commissioner Gilbert questioned the landscaping and 10-foot setback requirements, which would eliminate a few parking spots. Planning Director Berezowsky stated the Poulsbo Municipal Code (PMC) states that parking lots with a certain amount of spaces require a 5-foot buffer. After review of the site plan Berezowsky stated, he does not believe any additional parking spaces can be achieved by eliminating the buffer.

Waterfront Restoration funds: Stickle reported on the sloughing that is occurring on the waterfront; and the possibility of Waterfront Restoration funds for the repairs.

City Engineer Kasiniak suggested the City repair the retaining wall at Waterfront Park to prevent further damage. This type of project would be a candidate for Federal or State grants, with both agencies working together.

Public Event impacts: Stickle explained during large community events the Port has brought in extra dumpsters, security and cleaning. The Ports understanding is that the organization putting on the event is responsible for those services. Stickle questioned who is ultimately responsible for the cleanup and security, and requested the Port be included and/or notified in the permitting process.

Mayor Erickson stated the Special Event applications will be routed to the Port, for review and comment, in the future.

b. ► City/Port Property Transfer

Associate Engineer Bateman explained the history of ownership and the repair needed of a small portion of the wharf. After research, the City has determined there is no reason to maintain ownership and should deed the property to the Port of Poulsbo to take over ownership and liability of the property.

Motion: Move to authorize the Mayor to work with the Port of Poulsbo to complete the transfer of the subject property to the Port of Poulsbo at Port expense after review and approval by the City Attorney, and bringing the contract back to the Council for final approval, including existing conditions.

Action: Approve, **Moved by** McGinty, **Seconded by** Berry-Maraist.

Motion passed unanimously.

Mayor Erickson thanked the Commissioners for their attendance. The Port Commissioner left the meeting at 8:16 PM.

c. ► Contract Amendment with Parametrix for Noll Road Roundabout

City Engineer Kasiniak explained the Noll Road Roundabout project is on the Kitsap Regional Coordinating Council contingency list to receive funding. The contract and budget amendment will allow for design and construction documents to be ready if construction dollars become available for the project.

Motion: Move to approve a contract amendment with Parametrix in the amount of \$56,197.00 in order to complete design on the Noll/Lincoln/Gala Pines Roundabout and direct staff to complete necessary budget amendments. **Action:** Approve, **Moved by** Stern, **Seconded by** Lord.

Motion passed unanimously.

Mayor Erickson stated the Marine Science Foundation (MSF) discussion will be held prior to the County-wide Planning Policies, due to representatives from the MSF in the audience.

d. ► Modification to Lease with the Marine Science Foundation

Mayor Erickson outlined the modifications and suggested language from the Marine Science Foundation.

Bruce Harlow, Marine Science Foundation President, provided a brief history of the foundation and the lease agreement with the City. Harlow stated after working with Mayor Erickson, they compromised with the language “review compilation” versus a formal audit.

Councilmember Lord reported the Finance/Administration Committee discussed the revisions and “reviewed compilation versus an audit”; and a recommendation of accepting reviewed compilation with tax returns, and reserve the right to review that method next year.

Council discussion included funding for building maintenance in the future, concern that the City is 100% responsible for building maintenance, and review of financial reporting one year from the date the agreement is signed.

Mayor Erickson suggested adding language to discuss financial reporting requirements; Council and Harlow concurred.

Motion: Move to approve, as amended, Amendment #1 to the Marine Science Center Lease and Operation Plan. **Action:** Approve, **Moved by** Lord, **Seconded by** McGinty. Motion passed unanimously.

8:58 PM Mayor Erickson recessed the meeting for 2-minute break. Mayor Erickson reconvened the meeting at 9:01 PM.

e.  **Discussion: County-wide Planning Policies / Fully Contained Communities**

Planning Director Berezowsky explained the purpose of the workshop is for Council to determine a position on the County-wide Planning Policies two alternatives, specifically Fully Contained Communities (FCC). Berezowsky explained the two alternatives and their impacts.

Council discussion included FCCs only relating to National Historic Towns, and concern none of the recommendations made by the Council were incorporated in the revised policy.

Council concurred to recommend option #2, striking “National Historic Towns.” Mayor Erickson requested the Council forward their concerns regarding the policy as a whole and she would present them to the KRCC Board.

6. COUNCIL COMMITTEE REPORTS

a. Public Safety/Legal Committee: Councilmember McGinty reported on Viking Fest, the Police Department relocation to City Hall, exploration of a Code Enforcement Officer position, upcoming Deputy Chief interviews, and potential ignition interlock cameras.

b. Finance/Administration Committee: Councilmember Lord reported on the Investment update, Real Estate Excise tax, development of a Budget Forecasting model, and announced the Council workstation has been moved to the 3rd floor.

Motion: Move to extend the meeting to complete the agenda. **Action:** Approve, **Moved by** McGinty, **Seconded by** Berry-Maraist.
Motion passed unanimously.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

a. Councilmember Berry-Maraist reported on her attendance at a Westsound Watershed Council meeting, and a Department of Ecology Total Management Daily Load meeting which will be held at City Hall tomorrow, May 19th.

b. Councilmember Bauman commented on the success of the downtown “Girls Night Out” event, the reopening of the Marine Science Center and the Poulsbo

Historical Society program held on May 14th.

c. Councilmember Musgrove commented on the lack of speakers over the Council dais and the difficulty hearing what is being said.

10.ADJOURNMENT

Motion: Move to adjourn at 9:59 PM. **Action:** Approve, **Moved by** Stern, **Seconded by** McGinty.

Motion passed unanimously.

Rebecca Erickson, Mayor
ATTEST:

Nicole Stephens, Deputy City Clerk