

POULSBO CITY COUNCIL MEETING OF SEPTEMBER 21, 2011

MINUTES

Present: Mayor Erickson, Berry-Maraist, Bauman, Henry, Lord, McGinty, Musgrove, Stern.

Staff: Berezowsky, Boltz, Booher, Kingery, McCluskey, Stephens.

MAJOR BUSINESS ITEMS

- * * * Claims – August 1-31, 2011
- * * * Payroll – August 1-31, 2011
- * * * Budget Amendment BA11-0306, Debt Service/General Fund Revenues
- * * * Minutes of June 15, 2011 City Council Meeting
- * * * Minutes of July 20, 2011 City Council Meeting
- * * * Minutes of August 10, 2011 City Council Meeting
- * * * Application for Special Event: Poulsbo Marathon
- * * * Agreement for Donation of Property – Settle Trust
- * * * Resolution No. 2011-14, Valhalla Village Binding Site Plan Extension
- * * * Set Public Hearing for 2012 Revenue Sources
- * * * Budget Process Revenue and Expenditure Review

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:01 PM and led the Pledge of Allegiance.

2.COMMENTS FROM CITIZENS

None.

3. MAYORS REPORT AND COUNCIL COMMENTS

a.Councilmember Musgrove reminded the public about the Poulsbo Classic Yacht Rendezvous this weekend.

b.Councilmember Stern spoke regarding the growth of Poulsbo in relationship to the proposed Safeway, clarifying the Council does not have the authority to allow or

disallow projects, when the project is legal and within the zoning regulations.

c. Mayor Erickson announced an executive session will be held before business item c.

d. Mayor Erickson stated the City received a Special Event application for the North Kitsap High School Homecoming Parade. Conner McCorkle, ASB President, stated the parade will be held on Wednesday, October 5th, beginning at Lutheran Church ending at Waterfront Park, as it has in the past two years.

Motion: Move to approve the Special Event application for the North Kitsap High School Homecoming Parade and rally as presented. **Action:** Approve, **Moved by** Stern, **Seconded by** McGinty.

Motion passed unanimously.

e. Mayor Erickson reported:

- Apologized to the Fjord Drive residents for the noise during the construction, due to the water main flushing.
- 4th Avenue speed tables will be discussed at the next Public Works Committee meeting.
- The Council Workshop regarding Impact Fees will be held next Wednesday, September 28th at 7:00 PM.

f. Councilmember Berry-Maraist announced the Sons of Norway will be holding a 95th Anniversary event on Saturday; and she will be attending the Visitors Convention Bureau Tourism Roundtable tomorrow.

4. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda items a through f. **Action:** Approve, **Moved by** McGinty, **Seconded by** Lord.

Motion passed unanimously.

The items listed are:

a. Claims- August 1-31, 2011

b. Payroll – August 1-31, 2011

c. Budget Amendment BA11-0306, Debt Service/General Fund Revenues

d. Minutes of June 15, 2011 City Council Meeting

e. Minutes of July 20, 2011 City Council Meeting

f. Minutes of August 10, 2011 City Council Meeting

5. **BUSINESS AGENDA**

a.  **Application for Special Event: Poulsbo Marathon**

Parks and Recreation Director McCluskey reported the Community Services Committee recommends approval including Police and staff recommendations to include placing a police officer at Jensen Way and Front Street, additional signage at Noll Road and to not close Front Street.

Motion: Move to approve the Special Event Request for the Poulsbo Marathon on Sunday, October 16, 2011 as presented. **Action:** Approve, **Moved by** Henry, **Seconded by** McGinty.

Motion passed unanimously.

b.  **Agreement for Donation of Property – Settle Trust**

Councilmember Bauman reported on the proposed donation of property and discussion in the Community Services and Finance/Administration Committees. After review in the Finance/Administration Committee, their recommendation is to not accept the property at this time due to City's costs, including environmental study and escrow fees, maintenance cost and unknown future costs.

Planning Director Berezowsky stated an Environmental Study may have been completed when Washington State Department of Transportation (WSDOT) purchased a portion of the property for the SR305 widening project.

Council discussion included:

- Benefits vs. Risk
- Potential for open space, trails and park use
- Ongoing maintenance of the property
- Drainage issues on the property

Mayor Erickson suggested this item be tabled until more information can be given regarding the WSDOT purchase and if an environmental study was done; Council concurred.

At 7:40 PM Mayor Erickson recessed the meeting for a 20-minute executive session, for the purpose of potential litigation.

At 8:03 PM Mayor Erickson extended the executive session for an additional 15 minutes.

Mayor Erickson reconvened the meeting at 8:14 PM.

c.  **Resolution No. 2011-14, Valhalla Village Binding Site Plan Extension**

Motion: Move that the City adopt Resolution No. 2011-14, a resolution of the City Council of the City of Poulsbo, Washington approving the request for an extension of the Valhalla Village Binding Site Plan (located on the east side of Viking Avenue in Poulsbo, 1000 feet south of the intersection with SR 305). **Action:** Approve, **Moved by** Stern, **Seconded by** Lord.

Vote: Motion passed (**summary:** Yes = 5, No = 2).

Yes: Bauman, Lord, McGinty, Musgrove, Stern.

No: Berry-Maraist, Henry.

Councilmember Bauman stated his vote was due to the lack of clarity and guidance in the Poulsbo Municipal Code and asked staff to review the Municipal Code for better clarification.

d.  **Set Public Hearing for 2012 Revenue Sources**

Motion: Move to set the Public Hearing for October 19, 2011 at 7:15 PM to review revenue sources for 2012. **Action:** Approve, **Moved by** McGinty, **Seconded by** Berry-Maraist.

Motion passed unanimously.

e.  **Budget Process Revenue and Expenditure Review**

Finance Director Booher provided an overview of the City's Budgeted Funds and totals of all funds, review of 2011 expenditures and revenue sources and City sales tax rate. The proposed preliminary document will be distributed September 30th, with the 2012 preliminary document being distributed October 31st.

6.  **COUNCIL COMMITTEE REPORTS**

a. Public Safety/Legal Committee: Councilmember Stern reported on the monthly Law and Justice meeting, Deputy Chief position is in the final review with a final offer to be made soon, Police Clerk applicants will be reviewed by the Civil Service Commission, update on the move of the Police Department and Municipal Court, and review on Municipal Court electronic home monitoring and SCRAM, cost savings using Forks Jail and community service.

b. Finance/Administration Committee: Councilmember Bauman reported on review of exempt employee (management staff) salary and benefits, which has not occurred since 2003; the committee recommended further discussion at the November 4th Council Retreat. The committee also reviewed the general fund budget and 2012 budget reductions.

c. Community Services Committee: Councilmember Berry-Maraist reported on review of a draft letter from the North Kitsap Regional Event Center Committee regarding field maintenance issues in the Memorandum of Understanding with the school district, update on Fish Park, Parks and Recreation cost saving measures distributing the brochures, Hotel/Motel grants, and Parks budget proposal.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

a. Councilmember Musgrove spoke to his vote for the Valhalla Village Site Plan Extension, stating the applicant did not show good cause and the change in vote was due to weakness in language in the municipal code.

b. Councilmember McGinty questioned if the donation of the Settle property could come forward as a new program request in 2012.

c. Councilmember Henry reported on his attendance at the Tree Board meeting, discussion regarding the Lindvig tree replacement, American Legion Park clean up, and Walking Ambassador program.

d. Mayor Erickson emphasized the extension for the Valhalla Village Binding Site Plan is for one year only.

e. Councilmember Bauman agreed the Valhalla Village applicant did not show good cause, however the code needs better clarification on what is valid criteria of good cause.

f. Councilmember Berry-Maraist reported on her attendance at the Puget Sound Regional Council Growth Management board, Puget Sound Partnership workshops, and West Sound Watershed meetings. Puget Sound Partnership will be hosting an open house

at City Hall on October 4th.

g. Councilmember Lord announced the Economic Development committee will be meeting next week and the Poulsbo Artist league has offered to hang art work in City Hall on a rotational basis.

10.ADJOURNMENT

Motion: Move to adjourn at 9:24 PM. **Action:** Approve, **Moved by** Lord, **Seconded by** Stern.

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC