POULSBO CITY COUNCIL MEETING OF MARCH 7, 2012

MINUTES

PRESENT: Mayor Erickson, Berry-Maraist, Henry, Lord, McGinty, Musgrove, Nystul, Stern.

Staff: Boltz, Booher, Loveless, McCluskey, Stephens.

MAJOR BUSINESS ITEMS

- * * * Claims January 1-31, 2012
- * * * Payroll January 1-31, 2012
- * * * Minutes of January 4, 2012 City Council Meeting
- * * * Minutes of January 11, 2012 City Council Meeting
- * * * Minutes of February 1, 2012 City Council Meeting
- * * * Minutes of February 8, 2012 City Council Meeting
- * * * Letter of Support for Kitsap Transit Executive Director John Clauson
- * * * Memorandum of Agreement(s): (1) Raab Park Youth Demonstration Garden and (2) Raab Park P-Patch Garden
- * * * Proposed Marine Science Center Solar Project
- * * * Authorize Disposal of Surplus Goods
- * * * Ordinance No. 2012-07, Funds
- * * * Addendum to Agreement with Kitsap Humane Society

1.CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 PM and led the Pledge of Allegiance.

2. COMMENTS FROM CITIZENS

- a.Paula Strid, Poulsbo Farmers Market, announced the opening day of the Poulsbo Farmers Market is April 7th and invited the Council to the opening ceremony; and May 12th KMPS radio will airing live from the market.
- **b.**Verdel Pool, commented on the proposed removal of the stop sign at Viewmont Drive and 4th Avenue, and drivers continuing to run through the stop signs.

3. ► MAYORS REPORT AND COUNCIL COMMENTS

- **a.**Councilmember Berry-Maraist commented on the tragic events in Kitsap County recently and people coming together; several citizens have expressed their gratitude to the Police Department.
- **b.**Councilmember Lord praised the Police Department for their hard work, especially during the tough times recently, and is looking forward to the Community Safety Meeting.

c.Mayor Erickson reported :

- The City and Kitsap County will be holding a community safety meeting on March 24th at 1:00pm in the Council Chambers.
- 6th Avenue Community Meeting was well attended and asked citizens to provide any comments, input or concerns.
- The community gathering at First Lutheran Church.
- d.Councilmember Musgrove commented on the positive and courteous attitude of Poulsbo Police Department, and commented on this week being Tele-work week, encouraging people to telecommute. Port Gamble is holding a celebration this Saturday.
- **e.**Councilmember Stern commented on the tragedies and the memorial service for State Trooper Tony Radulescu. Stern further commented on the increase in sales tax revenue has increased downtown, specifically the restaurants.

4. CONSENT AGENDA

Motion: Move to approve Consent Agenda items a through e, as amended.Action: Approve, Moved by McGinty, Seconded by Berry-Maraist.Motion passed unanimously.

Councilmember Berry-Maraist noted revisions to the minutes of January 4th, January 11th, February 1st.

The items listed are:

- **a.**Claims January 1-31, 2012, in the amount of \$762,801.43, Check Numbers 10018546 through 10018732 and Electronic Disbursement Numbers 22-0001 through 22-0007.
- **b.**Payroll January 1-31, 2012, in the amount of \$326,577.57 with the Check Numbers (including Direct Deposit Vouchers) of 30016329 30016534.

c.Minutes of January 4, 2012 City Council Meeting
d.Minutes of January 11, 2012 City Council Meeting
e.Minutes of February 1, 2012 City Council Meeting
f.Minutes of February 8, 2012 City Council Meeting

5.BUSINESS AGENDA

a. 🕨 Letter of Support for Kitsap Transit

John Clauson, Kitsap Transit, reported on public transportation funding, from federal gas tax, currently held in a transportation trust account, and the proposal to move the transit funding to the general fund. Clauson requested Council support to urge Congress to leave the transit funding where it is.

Mayor Erickson stated there would be a substantial impact, should the funds be moved to the general fund.

Motion: Move to approve the circulation of the letter of support and have the letter signed by the Council.

Action: Approve, Moved by Stern, Seconded by Lord. Motion passed unanimously.

b. Memorandum of Agreements: (1) Raab Park Youth Demonstration Garden and (2) Raab Park P-Patch Garden

Parks and Recreation Director McCluskey reported the Parks and Recreation Department has worked cooperatively with Washington State Universitys Kitsap Extension Unit for many years. The agreements formalize the partnership between the two agencies, and outline the responsibilities of each party for the gardens.

Motion: Move to approve the Memorandum of Agreement for the Raab Park Youth Demonstration Garden with Washington State University, Kitsap Extension Unit as presented, and authorize the Mayor to sign the agreement.

Action: Approve, Moved by Henry, Seconded by McGinty.

Motion passed unanimously.

Motion: Move to approve the Memorandum of Agreement for the Raab Park P-Patch Garden with Washington State University, Kitsap Extension Unit as presented, and authorize the Mayor to sign the agreement.

Action: Approve, Moved by McGinty, Seconded by Henry.

Motion passed unanimously.

c. ▶ Proposed Marine Science Center Solar Project

Public Works Director Loveless reported the City received a non-solicited proposal for a Community Solar Project (CSP) on the Marine Science Center, from Community Energy Solutions. The Public Works Committee has reviewed the research and proposal on the project; their recommendation was to bring it to the full Council for concurrence to move forward. Loveless presented a Request for Proposal (RFP), which was also used by Bainbridge Island for a similar project, to solicit proposals from various organizations. Loveless outlined the potential tax incentive to the project administrator (investor) and Puget Sound Energy credit to the Marine Science Center. The lease term is to June 2020 initially, with the City option to purchase at that time or extend the lease through 2030.

Council discussion included:

- Further City review, to explore other City properties that would be more suitable.
- City liability for the equipment and potential impact to roof warranties.
- Maintenance to the equipment; Loveless stated the company would be responsible for any maintenance or damage.
- Concerns with basing RFP off of the Bainbridge Island RFP.
- Staff time and City costs.
- The benefits of the project to the Marine Science Center.
- Timeframe for the RFP and the project.
- Responsibility to repair to the roof should the solar system cause damage to the building.

Motion: Move that the Mayor be authorized to issue a Request for Proposal to consider a Community Solar Project to be installed on any City of Poulsbo property. **Action:** Approve, **Moved by** Musgrove, **Seconded by** Nystul.

Councilmember Berry-Maraist stated her husband is on the board of the non-profit organization; however he is not an investor nor is there any financial involvement.

Vote: Motion failed (summary: Yes = 3, No = 4, Abstain = 0).Yes: Berry-Maraist, Musgrove, Nystul.No: Henry, Lord, McGinty, Stern.

d. P Authorize Disposal of Surplus Goods

Finance Director Booher stated an updated surplus list has been provided to the Council, the items will be listed on a Government Auction website.

Motion: Move to approve the disposal of the attached surplus listing in accordance with the City of Poulsbo Ordinance No. 1994-08.

Action: Approve, **Moved by** McGinty, **Seconded by** Henry. Motion passed unanimously.

e.Ordinance No. 2012-07, Funds

Motion: Move to adopt Ordinance No. 2012-07, repealing Chapters 3.52, 3.55, 3.60, 3.61 and 3.64 of the Poulsbo Municipal Code relating to funds and establishing an effective date. **Action:** Approve, **Moved by** Musgrove, **Seconded by** McGinty. Motion passed unanimously.

f.Addendum to Agreement with Kitsap Humane Society

City Clerk Boltz reported the addendum to the agreement includes a \$5,000 reduction, as established in the 2012 Budget, and brings all licensing in-house to accomplish greater efficiency.

Motion: Move to approve the addendum to the 2009-2013 Kitsap Humane Society Contract as presented. **Action:** Approve, **Moved by** Henry, **Seconded by** McGinty. Motion passed unanimously.

6. COUNCIL COMMITTEE REPORTS

- **a.**<u>Public Works Committee</u>: Councilmember Berry-Maraist reported on the Pugh Well agreement acceptance; update on the Noll Road project; and Washington Department of Transportation Turnback agreement for the Olhava development.
- **b.**<u>Finance/Administration Committee</u>: Councilmember Stern reported on research for a proposed policy for community awards to recognize Council members and community members, planning of a council retreat to discuss parliamentary procedures and how to establish goals, depreciation schedules in the Enterprise funds, meeting schedule with other jurisdictions and agencies and how workshops are held in council chambers, and review of sales tax by zones.

7. DEPARTMENT HEAD COMMENTS

- **a.**City Clerk Boltz asked Council to notify the Clerks Office if they will be attending the Anderson Parkway and Community Safety meeting, and stated she is continuing to work on the housekeeping and revisions to the Poulsbo Municipal Code.
- **b.**Mayor Erickson announced the Parks and Recreation Department will be utilizing an online program that will allow for online registration, and IT Manager Treacher has

added the ability to viewing Council Meetings online.

8. CONTINUED COMMENTS FROM CITIZENS

a.Tony DeCarlo spoke to the Marine Science Center Solar Project and the length of time that it would take to for the incentives to pay for the costs.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- **a.**Councilmember Henry commented on the amount of cars and patrons in Poulsbo Village recently.
- b.Councilmember Berry-Maraist presented a marketing flier the Kitsap Visitor Convention Bureau (KVCB) is using to promote Poulsbo; her attendance at the Kitsap Regional Coordinating Council (KRCC) Executive Board meeting; West Sound Watershed meeting; and Puget Sound Regional Council meeting. Berry-Maraist also commented on her involvement with the North Kitsap Trails and the Kitsap Forest and Bay Project.
- **c.**Mayor Erickson reported on her participation in a Celebrity Reading event at Kitsap Mall where she read to a group of children.
- **d.**Councilmember Musgrove spoke to the increased alternate use of transportation other then vehicles, and the opportunities for grants for alternate transportation.

10.ADJOURNMENT

Motion: Move to adjourn at 8:51 PM. Action: Approve, Moved by Stern, Seconded by Henry.

Motion passed unanimously.

Rebecca Erickson, Mayor ATTEST:

Jill A. Boltz, City Clerk, CMC