

SPECIAL POULSBO CITY COUNCIL MEETING OF JULY 11, 2012

MINUTES

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

Staff: Bateman, Boltz, Booher, Loveless, Weaver

MAJOR BUSINESS ITEMS

- * * * Minutes of June 13, 2012 City Council Meeting
- * * * Set Public Hearing for 2013-2018 6-Year Transportation Improvement Program (TIP)
- * * * Ordinance No. 2012-10, Shoreline Master Program (SMP)
- * * * Public Works Project – Hostmark Safe Routes to School
- * * * Resolution No. 2012-05, Authorize Expenditures for Recognition Awards

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.

2. **COMMENTS FROM CITIZENS**

- a. Rita Hagwell, spoke regarding her property and water rights; and read a letter from her attorney Jane Kohler.

3. **MAYORS REPORT AND COUNCIL COMMENTS**

- a. Councilmembers commented on the incident with the explosion of the 3rd of July Firework container in Belfair, media press received and the success of the event.
- b. Councilmember Nystul reported on the Association of Washington Cities (AWC) Conference, also attended by Councilmembers Stern and Henry and the importance of involvement in these organizations for information sharing.

4. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda item a, as corrected.

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

The items listed are:

a. Minutes of June 13, 2012 City Council Meeting

5. BUSINESS AGENDA

a. **Set Public Hearing for 2013-2018 6-Year Transportation Improvement Program**

Councilmember Stern questioned the ranking of 3rd Avenue as 4th on the list; clarification was made that the numbering is not a ranking.

Motion: Move to set the public hearing for the Six Year Transportation Improvement Program on August 1, 2012 at 7:05PM.

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

b. **Ordinance No. 2012-10; Shoreline Master Program (SMP)**

Associate Planner Weaver explained a corrected Ordinance, as provided by City Attorney Haney, clarifies the effective date as established by Department of Ecology, rather than the standard five-day after publication effective date provision.

Councilmembers questioned the adoption of the Shoreline Master Program Ordinance prior to review by Department of Ecology (DOE). Associate Planner Weaver and Mayor Erickson explained the process is to adopt the ordinance, DOE review of the document, and any changes made by the DOE will then be sent back to the City to amend the document; the approval process is State law.

Motion: Move to adopt Ordinance No. 2012-10, an Ordinance of the City of Poulsbo, Washington, adopting the 2012 Shoreline Master Program Update; amending Chapters 16.08 and 16.09 of the Poulsbo Municipal Code in order to adopt shoreline regulations; amending the natural environment; chapter of the Poulsbo comprehensive Plan in order to make the same consistent with the Shoreline Master Program update; amending Chapter 16.20 of the Poulsbo Municipal Code in order to make the Citys Critical Areas regulations consistent with the Shoreline Master Program Update; providing for severability and establishing an effective date.

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

Vote: Motion passed (summary: Yes = 6, No = 1, Abstain = 0).

Yes: Henry, Lord, McGinty, Musgrove, Nystul, Stern.

No: Berry-Maraist.

c.  Public Works Project: Noll Road Roundabout

Senior Engineering Technician Bateman explained this project was brought forward previously and rebid due to fatal errors in the bids. C&J Excavating was the successful low bidder at \$294,972.50, an Engineers estimate of \$311,160 with a Street Reserves of approximately \$32,000

Motion: Move to award the construction for the Hostmark Safe Routes to School Sidewalk project to C&J Excavating in the amount of \$294,972.50 and authorize the Mayor to sign change orders up to 10% of the contract price.

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

Discussion: Councilmember Musgrove questioned whether the 5% Engineering contingency needed to be included in the motion; Bateman stated the motion for the budget amendment includes the contingency.

Motion passed unanimously.

Motion: Move to direct staff to prepare a budget amendment for the project as presented by the City Engineer.

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

Motion passed unanimously.

d.  Resolution No. 2012-05, Authorize Expenditures for Recognition Awards

Councilmember Nystul explained this Resolution is to authorize expenditure of funds to recognize employees, officials and community members. The awards are to be for a specific function and not be considered gifts.

Motion: Move to approve Resolution No. 2012-05, a resolution of the City of Poulsbo authorizing the expenditure of funds to recognize employees, officials and community members.

Action: Approve, **Moved by** Musgrove, **Seconded by** Nystul.

Motion passed unanimously.

6.  COUNCIL COMMITTEE REPORTS

a. Finance/Administration Committee: Councilmember Stern reported on the selection and his continued service as committee chair; report on the reaffirmed AA rating through Standard and Poors; and budget kick-off.

b. Community Services Committee: Councilmember Lord reported on the Americana Music Festival at the waterfront park on September 8th and need for detailed security plan due to the inclusion of the beer garden; Street Dance; Poulsbo Art Festival August 17th-19th; the delay of the software implementation due to the vacancy of the Parks and Recreation Receptionist; and an update on Parks and Recreation programs.

c. Public Works Committee: Councilmember Berry-Maraist reported on Safe Routes to School; Kevos Pond drainage basin project to study the repercussions of the City taking on the storm system and possible grant opportunities, encouraging low impact design on private property including incentives; waste water treatment contract with Kitsap County; Comprehensive Plan storm water update, storm water rates in relationship to other districts, at this point in time the City is not fully funding stormwater by approximately 32% and continued discussion of a rate increase to cover depreciation.

Councilmember McGinty clarified the Operation and Maintenance budget is fine, the discussion will regard how much money to reserve based on depreciation and how depreciation should be determined.

Mayor Erickson and Councilmember Lord expressed concern for making citizens fearful for a large rate increase prematurely.

Councilmember Berry-Maraist also stated the committee discussed having a full council workshop on street maintenance. Councilmember Lord suggested a structured workshop with suggestions and options are on street maintenance programs.

7. DEPARTMENT HEAD COMMENTS

None.

8. CONTINUED COMMENTS FROM CITIZENS*

a. Tom Anderson, North Kitsap School Board liaison to the Council, thanked the Council for their approval of the Safe Routes to School project; commented on the discussion of stormwater rate increases and the potential impact to the school district; and the introduction of the new superintendent at the July 18th City Council meeting.

9. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a. Councilmember Henry announced the Suquamish Canoe Journey will take place July 21st and 22nd; the Council is invited to the dinner reception on the 21st.
- b. Councilmember Stern commented on a letter received from the Sons of Norway regarding the Anderson Parkway project, the Sons paving project and potential for use of the same contractor.
- c. Councilmember Musgrove commented on impervious service regulations, his attendance at a tourism conference and the impact of tourism in Washington State.
- d. Councilmember Stern commented on the Regional Economic Strategies being adopted by PSRC, identifying priorities as they apply to Kitsap County and asked Council for feedback.
- e. Mayor Erickson explained the document referenced by Councilmember Stern is a piece of the Puget Sound Regional Councils Vision 2040 Plan and expressing concern for the focus on the identified clusters rather than entrepreneurial businesses.

Council suggestions included tourism and focus on specific projects versus general or broad goals.
- f. Councilmember Nystul reported on the AWC Conference workshops he attended- Managing your City in an Emergency, Councils Role in Labor Relations, Public Records Request; and the Annual Meeting and Dinner.

10. ADJOURNMENT

Motion: Move to adjourn at 8:43 PM. **Action:** Approve, **Moved by** Nystul, **Seconded by** Lord.

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, CMC
City Clerk