

POULSBO CITY COUNCIL MEETING OF AUGUST 1, 2012

M I N U T E S

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

Staff: Boltz, Kasiniak, Stephens, Treacher

MAJOR BUSINESS ITEMS

- * * * Minutes of May 16, 2012 City Council Meeting
- * * * Minutes of May 30, 2012 Special City Council Meeting
- * * * Minutes of June 20, 2012 City Council Meeting
- * * * Minutes of June 27, 2012 City Council Meeting
- * * * 7:05PM Public Hearing: Six-Year Transportation Improvement Program 2013-2018
- * * * Resolution No. 2012-07, Adopting Six-Year Transportation Improvement Program 2013-2018
- * * * Kevos Pond Basin Study – Scope and Budget
- * * * 6th Avenue Project Update
- * * * Ordinance No. 2012-12, Title 2: Relating to Boards and Commissions
- * * * Resolution No. 2012-08, Providing for Citizen Advisory Boards
- * * * Resolution No. 2012-09, Establishing Library Board
- * * * Resolution No. 2012-10, Establishing Parks and Recreation Commission
- * * * Resolution No. 2012-11, Establishing Tree Board
- * * * Resolution No. 2012-12, Establishing Community Police Advisory

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. Rita Hagwell expressed concern with the proposed trail on her property and recited a letter from her attorney regarding the Urban Paths of Poulsbo.
- b. Bob Hawkinson, President of the Olympic College Foundation, spoke about the Olympic College Community Luncheon, a fundraiser for the Olympic College Foundation. The

luncheon will be held on Monday, October 8, 2012.

3. **MAYORS REPORT AND COUNCIL COMMENTS**

a. Councilmember Musgrove announced the Poulsbo Street Dance will be held on Saturday, August 11, 2012.

b. Councilmember Lord commented on her attendance at the Gravitec open house.

c. **Kitsap Economic Development Alliance Quarterly Report – John Powers**

John Powers, Executive Director KEDA, complemented Mr. Hawkinson on his work on the Olympic College Foundation. Powers provided the quarterly report, relevant to Poulsbo; outlined the organizations KEDA has been working with on potentially coming to the Kitsap area, including Poulsbo, and assisting with existing businesses. Powers announced the Pacific Northwest Defense Symposium will be held on August 20th at the Norm Dicks Government Center; and the Regional Economic Strategy for the Central Economic Development district (Snohomish King, Pierce and Kitsap counties) has been adopted by the Economic Development District Council.

d. Mayor Erickson reported the Council has been provided a Special Event Application for “Movies in the Park,” with the first movie playing this Sunday night, and requested Council approval; Council concurred.

Motion: Move to approve the Special Event application for Movies in the Park, as presented. **Action:** Approve, **Moved by** Stern, **Seconded by** Musgrove. Motion passed unanimously.

Mayor Erickson also commented on the Blue Angels pilots being in Poulsbo last evening.

e. Councilmember Berry-Maraist commented on her attendance at the Canoe Journey.

f. Councilmember Stern commented on the Gravitec open house and provided background on the services and training the company provides.

g. Councilmember Nystul commented on his attendance at the Citys State Auditors Exit Conference, noting some recommendations were made; and the Citys Comprehensive Annual Financial Report has been released.

4. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda items a through d, as modified. **Action:** Approve, **Moved by** Musgrove, **Seconded by** Lord.
Motion passed unanimously.

The items listed are:

- a.Minutes of May 16, 2012 City Council Meeting
- b.Minutes of May 30, 2012 Special City Council Meeting
- c.Minutes of June 20, 2012 City Council Meeting
- d.Minutes of June 27, 2012 City Council Meeting

5.**BUSINESS AGENDA**


- a.  **7:05 PM Public Hearing: Six-Year Transportation Improvement Program 2012-2018**

Mayor Erickson opened the public hearing at 7:39 PM.

City Engineer Kasiniak presented the Six-Year Transportation Improvement Program (TIP), identifying the changes, including several projects that were combined.

Mayor Erickson asked for public comments; no comments were received.

Councilmember Musgrove questioned how the project costs are determined; Kasiniak stated the projects costs are based on historical data, the current costs to construct roads and incorporating any project challenges (i.e. retaining walls needed).

 Councilmember Stern questioned if 3rd Avenue projects include the possibility of on street parking; Kasiniak stated the design proposal will include three different options with parking options as well. The proposals will be brought forward to Council later this year.

Mayor Erickson closed the public hearing at 7:56 PM.

Motion: Move to adopt Resolution No. 2012-07, a Resolution of the City Council of the City of Poulsbo, Washington adopting a six-year transportation improvement program for the years 2013-2018 and directing the same to be filed with the State Secretary of Transportation and the Transportation Improvement Board.

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

Motion passed unanimously.

b. ► Kevos Pond Basin Study – Scope and Project

City Engineer Kasiniak explained the City has been approached by Kevos Pond Homeowners Association regarding the possibility of the City taking ownership and maintenance responsibility for the Kevos Pond stormwater pond and tract. The Engineering department has an existing project studying the same basin; Kevos Pond issues and questions will be included and answered with the basin study and a recommendation will be presented to the Public Works Committee regarding whether the City should accept ownership and maintenance responsibilities for the Kevos Pond stormwater infrastructure.

Motion: Move to approve scope and budget for the Kevos Pond Basin Study as presented by the City Engineer.

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

Motion passed unanimously.

c. ► 6th Avenue Project Update

City Engineer Kasiniak explained there are two infrastructure projects within the area of the of the 6Th Avenue improvements. The recommendation is to delay the 6th Avenue improvements and accelerate the water main and stormwater projects, to all be done at the same time (in 2013).

Motion: Move to direct staff to delay the 6th Avenue LID/Traffic Calming project by one year and accelerate the Old Town Distribution Main by one year as presented by the City Engineer.

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

Motion passed unanimously.

d. ► Ordinance No. 2012-12, Title 2: Relating to Boards and Commissions

City Clerk Boltz explained currently boards and commissions are codified and require a new ordinance when changes are made and each time an ordinance is passed and expenses is incurred. The information is accessible to the public online, at the library, and post office. Resolutions have been drafted and provided to the Council to establish the Community Police Advisory Board, Parks and Recreation Commission, Tree Board and Library Board.

Motion: Move to adopt Ordinance No. 2012-12, repealing certain section of Title 2, Administration and Personnel, of the Poulsbo Municipal Code, eliminating Chapters:

2.30 – Community Police Advisory Board; 2.36 – Parks and Recreation Commission;
2.38 – Tree Board and 2.72 – Public Library.

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

Motion passed unanimously.

e. Resolution No. 2012-08, Providing for Citizen Advisory Boards

Motion: Move to adopt Resolution No. 2012-08, providing for Citizen Advisory Boards. **Action:** Approve, **Moved by** Lord, **Seconded by** McGinty.

Motion passed unanimously.

f. Resolution No. 2012-09, Establishing Library Board

Motion: Move to adopt Resolution No. 2012-09, establishing the Library Advisory Board. **Action:** Approve, **Moved by** Henry, **Seconded by** McGinty.

Motion passed unanimously.

g. Resolution No. 2012-10, Establishing Parks and Recreation Commission

Motion: Move to adopt Resolution No. 2012-10, establishing Parks and Recreation Commission.

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

Motion passed unanimously.

h. Resolution No. 2012-11, Establishing Tree Board

Motion: Move to adopt Resolution No. 2012-11, establishing the Tree Board.

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

Motion passed unanimously.

i. Resolution No. 2012-12, Establishing Community Police Advisory

Motion: Move to adopt Resolution No. 2012-12, establishing the Community Police Advisory Board.

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

Motion passed unanimously.

6. COUNCIL COMMITTEE REPORTS

a. Economic Development Committee: Councilmember Musgrove reported on a special meeting held today to discuss the possibility of a joint effort with the Port of Poulsbo to hire a Marketing/Event Coordinator; the subject will be discussed again at the September meeting.

b. Public Works Committee: Councilmember McGinty reported on Kevos Pond and 6th Avenue projects.

Councilmember Berry-Maraist reported on a presentation and background on the County Trails Plans.

c. Finance/Administration Committee: Councilmember Stern reported on review of the bids received for Risk Management Insurance services and the collaborative project with Olympic College to develop a timer/light system for the Council chambers.

7.DEPARTMENT HEAD COMMENTS

None.

8.CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

a. Councilmember Henry commented on the Canoe Journey and the use of the Wal-mart parking lot as shuttle stop.

b. Councilmember Berry-Maraist reported on her attendance the Puget Sound Regional Council, Puget Sound Partnership and Growth Management Boards meetings.

c. Councilmember Stern complemented the Police Department for the Police Annual Report recently published.

10.ADJOURNMENT

Motion: Move to adjourn at 8:53 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor
ATTEST:

Jill A. Boltz, City Clerk, CMC