

## POULSBO CITY COUNCIL MEETING OF OCTOBER 3, 2012

### MINUTES

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

Staff: Boltz, Booher, Loveless, McCluskey, Mueller, Nelson, Stenstrom, Stephens

### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of May 9, 2012 City Council Meeting
- \* \* \* Budget Amendment BA12-0401 – Hotel/Motel Funding Babe Ruth
- \* \* \* Application for Special Event: Veterans Day 5k Fun Run
- \* \* \* Contract for Services with Kitsap County Public Health District
- \* \* \* Vikings Landing PUD Extension of Expiration Date
- \* \* \* Interlocal Agreement for Legal Services Stormwater Permit Appeal
- \* \* \* Proposed Preliminary Budget
- \* \* \* Resolution No. 2012-14, Downtown Parking Pilot Program

### 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. Bill Austin and Mark Gale provided an update and photos of the Viking statue. Austin thanked several companies that have donated products and services. Gale thanked the Council for the opportunity to contribute to the beautification of Poulsbo.

b. Ken Winslow commented on the excessive speed that people are driving on Fjord Drive, the safety concern; and encouraged the Council to install speed tables on Fjord Drive.

### 3. MAYORS REPORT AND COUNCIL COMMENTS

c. Councilmember Berry-Maraist stated the comments by Mr. Winslow are accurate and traffic calming measures need to be looked into at that section of Fjord Drive;

reported on the Fishline breakfast at Gateway Fellowship on October 6th; and Kitsap Color Classic came through Poulsbo this past weekend.

d. Councilmember Stern commented on the passing of Jimmy Anderson, long time member of the Sons of Norway. Stern also presented a map illustrating of the large area of the Poulsbo zip code.

e. Mayors Report:

- Reminded the public about the Fishline breakfast with Richard Lemieux on October 6th.
- First Annual Daffodil Day will be held on November 3rd at 9:00AM; Mayor Erickson asked for volunteers to help plant daffodil bulbs in right-of-ways around the City.

#### 4. **CONSENT AGENDA**

Councilmember Berry-Maraist requested minor revisions to the Minutes of May 9, 2012.

**Motion:** Move to approve Consent Agenda items a through c, with modification to item a. **Action:** Approve, **Moved by** McGinty, **Seconded by** Lord.  
Motion passed unanimously.

The items listed are:

- a. Minutes of May 9, 2012 City Council Meeting
- b. Budget Amendment BA12-0401 – Hotel/Motel Funding Babe Ruth
- c. Application for Special Event: Veterans Day 5k Fun Run

#### 5. **BUSINESS AGENDA**

a.  **Contract for Services with Kitsap County Public Health District**

Public Works Director Loveless explained as a tool for compliance with the City's National Pollutant Discharge Elimination System (NPDES) permit, the Health District can provide water quality assessment and follow-up services as needed. The type of work associated with the proposed contract is routine for the Health District staff, who have the expertise and equipments necessary to perform the work. It is expected that the Health District will perform an annual field assessment of outfalls. The annual assessment is estimated to cost \$3,100.

**Motion:** Move to approve the Contract for Services for water quality assessment and follow-up services to be performed by the Kitsap Public Health District and authorize

the Mayor to sign the contract. **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Musgrove.

Motion passed unanimously.

**b. ► Interlocal Agreement for Legal Services Stormwater Permit Appeal**

Public Works Director Loveless stated to participate in the Coalition of Governmental Entities for appeal of the 2013-2018 National Pollutant Discharge Elimination System (NPDES) Phase II Permit, an Interlocal Agreement (ILA) for legal services and a Joint Prosecution and Confidentiality Agreement must be signed by the Mayor and City Attorney. The potential impact of the reissued 2013-2018 permit is so significant and far-reaching that numerous jurisdictions are forming a coalition to explore all legal and other avenues available to challenge the DOE requirements.

**Motion:** Move to approve the Interlocal Agreement for Legal Services to represent the interests of the Coalition of Governmental Entities in any legal challenges to the NPDES Phase II permits and authorize the Mayor to sign the Interlocal Agreement on behalf of the City and authorize the City Attorney to sign the Joint Prosecution and Confidentiality Agreement. **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty.

Motion passed unanimously.

**c. ► Vikings Landing PUD Extension of Expiration Date**

Associate Planner Linda Mueller explained Mark Kuhlman, Team 4 Engineering, submitted a letter requesting the Council grant a one-year extension of the approval timeline for Vikings Landing. This property is now owned by First Savings Bank Northwest through foreclosure. The bank believes the development can be completed in on year and is therefore requesting the extension.

Council concerns and comments included:

- The viability of the project, and completion within the 12 month period.
- The buffer is vested with the approved short plat; approval or denial of the extension will not affect the buffers.
- The intent of the current owner, First Savings Bank Northwest.

**Motion:** The Council hereby approves the extension of the approval of the Vikings Landing PUD, Planning File #04-18-06-1, for a period of one year, effective October 19, 2012. **Action:** Approve, **Moved by** Musgrove, **Seconded by** McGinty.

Motion passed unanimously.

**d. ► Proposed Preliminary Budget**

Finance Director Booher presented the 2013 fund accounting changes, explanation of the different fund balances, the reductions and calculations included in the proposed preliminary for the General Fund, and the projected 2013 General Fund expenditures.

Councilmember Berry-Maraist questioned the salaries and benefits increase projected in 2013, over the previous two years. Booher stated some of the increase includes cost of living, retroactive pay for the Police due to the contract settlement, and increase in benefit costs. Berry-Maraist requested the Finance Committee thoroughly review the salary and benefits, and overall staff costs.

Mayor Erickson stated the anticipated construction sales tax revenue from Safeway is included in the preliminary budget, due to the project moving forward and anticipated construction next year. Erickson stated this is the first budget cycle where she is optimistic and feeling confident with budget figures, due to the increased business activity in the community and stable staffing.

**e. ► Resolution No. 2012-14, Downtown Parking Pilot Program**

Mayor Erickson explained the proposed resolution has been modified from the September draft, to focus on only one task, parking enforcement. Implementation is intended as a “pilot program” and will sunset in March 31, 2013.

Council discussion included:

- Monthly status report on the impact to retail sales
- Additional directional signage that directs people to the various (paid/free) parking lots.
- Establish parking areas for downtown employees
- 2 hour vs. 1 hour parking on Front Street
- Analyze and implement, where feasible, parking systems before Anderson Parkway construction

**Motion:** Move to adopt Resolution No. 2012-14, a resolution of the City Council of Poulsbo, Washington to adopt a pilot program for downtown parking enforcement, with a modification to the 5th whereas, adding “further analysis of parking systems will be considered and implemented, where feasible”; and modification to subtask B, Front Street will have a 2-hour limit; and addition of subtask F, that the Mayor will check in with the Council in January 2013 to discuss how parking enforcement

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

**Discussion:** Councilmember Stern requested early ticketing and enforcement be a warning, rather than the \$25 fines to begin with; and not anticipate the revenue.

Motion passed unanimously.

## 6. COUNCIL COMMITTEE REPORTS

a. Economic Development Committee: Councilmember Musgrove reported on an additional meeting on December 12th at 5pm; investigation into the need for a Marketing Coordinator position; and Viking Avenue revitalization discussion.

Musgrove commented on his attendance at a joint meeting with the Historic Downtown Poulsbo Association, Port of Poulsbo and Chamber of Commerce meeting to discuss Economic Development of the Port.

b. Councilmember Berry-Maraist suggested the marketing position that is being explored, should be part time.

c. Finance/Administration Committee: Councilmember Stern reported on the upcoming retirement of Police Chief Swiney, recruitment to fill the position, and the proposal to hire the Prothman Company to conduct a nationwide search and screening/selection process. The committee recommendation is to approve the proposal, not to exceed \$25,000. The monthly sales tax was up 3% this month and real estate excise tax has improved. The committee also reviewed the proposed preliminary budget, discussion included potential furloughs days and proposed excise tax increase.

## 7. DEPARTMENT HEAD COMMENTS

None.

## 8. CONTINUED COMMENTS FROM CITIZENS

a. Tony DiCarlo, Port of Poulsbo, commented on the parking discussion and proposed the City lease the Port parking lot to allow people to park there during the Anderson Parkway construction.

## 9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

a. Councilmember Berry-Maraist reported on her attendance at the Kitsap Regional Coordinating Council meeting, and suggested a special roundtable meeting be held with business districts/interests (contractors, engineers, and Kitsap Economic Development Alliance), who may be affected by the changes in the zoning code ordinance.

Berry-Maraist also expressed concern regarding an article in the Kitsap Sun about safety issues at the Bangor wharf.

b. Mayor Erickson expressed support for holding a roundtable with the commercial community.

c. Mayor Erickson and Councilmembers reflected on the life of Jimmy Anderson and his passing.

## 10. ADJOURNMENT

**Motion:** Move to adjourn at 9:27 PM. **Action:** Approve, **Moved by** Lord, **Seconded by** Stern.

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC