

POULSBO CITY COUNCIL MEETING OF May 11, 2016

MINUTES

PRESENT: Mayor Erickson; Councilmembers Henry, Lord, McGinty, Nystul, Stern, Thomas.

Staff: Finance Director Booher, City Clerk Fernandez, City Engineer Lenius, Utility Engineer Zavack, IT Senior Technician Williamson.

ABSENT: Councilmember Thomas

MAJOR BUSINESS ITEMS

- * * * Minutes of December 16, 2015, Council Meeting
- * * * Minutes of April 20, 2016, Council Meeting
- * * * Budget Amendment/BA#16-0207, Transportation Update Plan
- * * * Budget Amendment/BA#16-0208, NMTA Grant Funding Receipt
- * * * Accept Smoke Testing Project
- * * * Set Public Hearing for 6-Year Transportation Improvement Program
- * * * Update and Resolution for Noll Road Improvements Phase 1 Construction Grant

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. AGENDA APPROVAL

Motion: Move the approve the agenda as presented

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

Motion carried.

3. COMMENTS FROM CITIZENS

Mr. John Willett, Kitsap County Non-Motorized Committee Member, spoke regarding the need for two tunnels going both directions underneath the highway by Johnson Road. Most of the problems would be alleviated with this solution.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Musgrove reported there was a lot of people downtown for Mother's Day. He announced this Sunday, May 15 is National Police Officers Memorial Day, and

flags will be flown at half staff. On May 18 there will be a Kitsap County Law Enforcement Memorial Service at Miller Woodlawn on Kitsap Way at 3:00 PM.

Mayor Erickson announced the Lion's Club will host a Pancake Breakfast on May 21 and 22. There will also be a 39th Annual Road Race on May 21 at 9:00 AM.

Mayor Erickson provided the Council with a draft agreement for the conveyance of the Poulsbo Marine Science Center. This is anticipation of the celebration on May 24. She hopes to have a contract presented to the Council on May 18. She asked the Council to get back to her with any concerns or changes.

Mayor Erickson also announced she would recuse herself during Business Item 6C.

Councilmember Stern announced that Rotary is sponsoring the Viking Tour on May 22. He also shared an article in the Seattle Times regarding Poulsbo becoming a new suburb of Seattle for affordable homes.

Councilmember Stern read a concern into the record from one of his neighbors:

"A developer has clear cut another parcel over the past two weeks to make way for more Mountain Aire homes. Their subdivision is located at the corner of Hostmark and Noll Roads. How is this allowed to happen with the City has a policy requiring developers to leave a portion of trees standing."

Mayor Erickson responded that the developer left two acres at the top uncut by Noll Road. Additionally, this project is vested, which means it was approved prior to the City's adoption of the 2012 Tree Retention policy. Projects submitted after 2012 have to retain 25 percent of the trees with 10" diameter or more. She noted this policy is not working well, and it will be brought back in the future for the Council to consider increasing it to 50 percent of the trees with 6" diameter or more.

Councilmember Lord asked that the Seattle Times article be added to the Economic Development Committee agenda. She shared that Viking Fest will have a shuttle on Saturday from the High School for a small donation.

5. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda items a through d.

The items listed are:

- a. Minutes of December 16, 2015, City Council Meeting (Fernandez)
- b. Minutes of April 20, 2016, City Council Meeting (Fernandez)
- c. Budget Amendment/BA#16-0207, Transportation Update Plan (Booher/Kasiniak)

d. Budget Amendment/BA#16-0208, NMTA Grant Funding Receipt (Booher/McCluskey)

Action: Approve, **Moved by** McGinty, **Seconded by** Stern.
Motion carried.

6. BUSINESS AGENDA

a. Accept Smoke Testing Project

Utility Engineer Zavack presented the smoke test project results. Presentation highlights included:

- Project summary and deliverables
 - I/I report of the village basin with the photos and descriptions
 - 100 manhole reports with photos and notes
 - GIS coordinates of all of the sewer manholes and wherever they found I/I from smoke testing
 - Total length of pipes smoke tested measured and paid for = 21,050 feet
 - 100 sewer manholes inspected and photographed.
- Contract amount \$56,784.88, paid \$41,009.79 (TV inspection and dye testing services not utilized), with \$2033.13 retainage to be released.
- Results and recommendations
 - No storm to sewer pipe connections found in village basin
 - 18-20 private side sewer or clean out leaks to address

Councilmember Musgrove added this was discussed in Public Works. The upside is it seems the City has taken care of all of the obvious things. The downside is there is not that much left to find.

Utility Engineer Zavack said the City is able to rule out this basin for storm connections to the inflow, but there other basins to check.

Motion: Move to accept the Sanitary Sewer Smoke Testing and Evaluation Project as complete and authorize release of the retainage and the contract bond in accordance with state law and contract requirements.

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

b. Set Public Hearing for 6-Year Transportation Improvement Program (TIP)

City Engineer Lenius said tonight staff would like to set a date for a public hearing. Every project they are looking at doing in the next six years is listed on the plan. This will be posted on the website, allows the public to provide comment, and it will go through SEPA.

Councilmember Nystul noted that 4th Avenue sidewalk continues to be listed on the TIP.

Councilmember McGinty noted the changes to the TIP: 1) 8th Avenue Improvement Project was removed and added to 2022; 2) updated the budget for the Noll Road Improvement Project; 3) added Forest Rock Lane Reconstruction and SR305 Poulsbo Park & Ride, and 4) the City-Wide Local Neighborhood Maintenance Program.

Motion: Move to set the public hearing date for the 6-year Transportation Improvement Program for June 8, 2016.

Action: Approve, **Moved by** McGinty, **Seconded by** Nystul.
Motion carried.

c. Update and Resolution for Noll Road Improvements Phase 1 Construction Grant

Mayor Erickson recused herself from the meeting at 7:33 PM. Deputy Mayor McGinty continued chairing the meeting.

City Engineer Lenius presented the Noll Road Improvements – Ph 1 Construction Grant -- Storhoff segment. She noted the project was rated #3, and was recommended an award of \$3.42MM from the KRCC TransTAC group for the STP grant. This recommendation will then go to KRCC TransPOL for approval, and then onto KRCC for final approval. One of the questions is if the jurisdiction is really committed to matching the funds if they are awarded. The resolution states the intent of the City is to fill the gap with a general obligation bond.

Councilmember Stern said he attended the Public Works Committee with Councilmember Nystul. He feels this is a priority project, and he is satisfied with the questions that were asked. He supports the proposal.

In response to Councilmember Henry, Finance Director Booher said if the City is not awarded the \$3.4MM, the project will not move forward until we come up with the funding in the future. City Engineer Lenius added that she doesn't think the City could do better than \$3.4MM in the future, and she feels pretty good about how fairly they were treated by their colleagues.

Deputy Mayor McGinty noted the City has a project that costs \$8.5MM with the possible award of \$3.4MM. In order to secure the grant, the City has to assure them that we are committed to matching the funds. Finance staff believes we have the bonding capacity for the remainder.

Councilmember Lord noted that the committee was asking hard questions, and she understands having TransTAC award the funds to the City is a huge deal, and it is probable that it will work its way to the KRCC Board. She appreciates Councilmember Henry's question and staff's answer regarding what would happen if the City was not awarded the funds.

Councilmember Musgrove said the City may have to consider as we move forward on Public Works project that we may have to shuffle or push that back in order to accommodate this if we approve it at this level (\$4.1MM of local money). Finance Director Booher responded that if we did move forward with the Public Works Building, we still maintain the bonding capacity. If we go to debt for this project, we are still able to maintain that bond capacity and maintain capacity on the books, which helps with the bond rating. She understands the \$3.4MM is a tough decision to make tonight, but if we don't commit now, the project will accelerate with inflation in prices. The City may have to prioritize if we get to the worst case scenario.

In response to Councilmember Nystul, Finance Director Booher said the debt service on \$4.1MM is estimated with a high interest rate of four percent (right now it is two percent) on a 20 year loan it is about a \$302,000 annual payment. This is a general obligation bond. It is all governmental dollars supported by taxes. Councilmember Nystul pointed out this is a GO bond, so the general fund is going to have to pay this.

In response to Councilmember Nystul, City Engineer Lenius confirmed the project cannot be divided into segments. When they look at funding, they want connectivity on both ends. The rest of the corridor they can do in smaller pieces. This one is the big one.

Councilmember Nystul said KRCC TransPOL meets tomorrow and he will attend.

Motion: Move to approve and adopt Resolution No. 2016-11.

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

Motion carried.

Mayor Erickson rejoined the meeting at 7:52 PM.

7. COUNCIL COMMITTEE REPORTS

Public Works Committee: Councilmember McGinty reported they received an overview of telemetry system, sewer comp plan contract amendment, and the award of Hostmark Mains project.

Community Services Committee Meeting: Councilmember Henry reported most of the meeting was about Viking Fest. They also received an update on a special event

application, after hours fire pit use request, Waterfront Park restrooms, Viking Statue Policy, National Trails Day Event, and LTAC.

8. DEPARTMENT HEAD COMMENTS

None.

9. CONTINUED COMMENTS FROM CITIZENS

Mr. John Willett addressed the roundabout issue, and asked that a traffic light be considered as a fall back if funding cannot be found for the tunnels.

City Engineer Lenius noted both a roundabout and traffic light would cost approximately \$3MM at a bare bones level. Staff is recommending a roundabout, and a signal has not gone beyond the programmatic level. She explained why the roundabout was moved forward, because WSDOT notes they require less maintenance and have reduced queue lengths (1/4 mile for a signal versus 150 feet for a roundabout). Roundabouts are safer for cars, because perpendicular collisions do not occur. She discussed splitter islands and tunnels.

Mr. John Willett said the safest way for bicyclists would be a tunnel.

10. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

Councilmember Stern commented on the highway project and would like to have a gateway at the roundabout. Mayor Erickson said she would like a large statue of the Bride of a Viking in the middle of the roundabout.

11. ADJOURNMENT

Motion: Move to adjourn.

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

Motion carried unanimously.

The meeting adjourned at 8:12 PM.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk

