

POULSBO CITY COUNCIL MEETING OF JULY 13, 2016

MINUTES

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

Staff: Finance Director Booher, City Clerk Fernandez, City Engineer Leninus, Public Works Superintendant Lund, Parks & Recreation Director McCluskey, IT Senior Technician Williamson.

ABSENT: Councilmember Henry, Musgrove

MAJOR BUSINESS ITEMS

- * * * OC/WWU Presentation
- * * * Tolman/Kirk Easement Agreement
- * * * Discussion: Waterfront Bathroom
- * * * Official Newspaper Contract Award
- * * * Resolution No. 2016-18, Designating the City's Official Newspaper
- * * * Noll Road Update and ROW Acquisition Process
- * * * Kitsap Public Health District Board Resolution No. 2016-10

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

Mayor Erickson noted the need to move Business Item 6f right below 6a and add an executive session for real estate matters to the end of the agenda. They will adjourn the meeting out of the executive session and take no further action.

Motion: Move to approve the agenda as amended.

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

Motion carried.

3. COMMENTS FROM CITIZENS

Mr. Boone Eidsmoe spoke regarding the drug problem he has noticed. He came to ask the Council what is being done to make sure none of this is happening. He has contacted the police department on several occasions and received no response. He also commented regarding other items that he feels has gone downhill.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Thomas announced Pokemon Go has taken over downtown Poulsbo. Mayor Erickson asked that everyone be careful and pay attention while playing.

Mayor Erickson responded to Mr. Eidsmoe's comments, noting three years ago she had a four part plan to combat heroin addiction. The City took aggressive steps towards drugs, more than any community around the Puget Sound. They increased their presence and worked diligently to find places for people to seek treatment and had zero tolerance towards drugs. The Council very wisely enacted a ban on marijuana sales in the City limits. She is not aware of when he contacted the police and didn't receive a response, but she encouraged Mr. Eidsmoe to come and speak to her during her open office hours every Saturday morning from 9:00 AM to 12:00 PM at City Hall on the 2nd floor. In regards to Highway 305, there has been a Hwy 305 Committee meeting to discuss how to improve Hwy 305 with Connect Washington funds.

5. CONSENT AGENDA

No consent agenda items.

6. BUSINESS AGENDA

a. Olympic College/Western Washington University Presentation

Candice Merrill, WWU Director for Peninsula Programs, and Jim Funaro, Director of OC Poulsbo, gave a "State of the Colleges" report. They thanked the Council for their time and support, and asked for the community's help in getting out the word that there is world class education at unbeatable prices here in Poulsbo.

Councilmember Lord thanked the presenters for the update. She is excited for the community to have this resource. There is an incredible partnership between the two institutions. This is cementing the Council's vision that this is a college town.

Councilmember Stern illustrated that Poulsbo is a center hub of spokes that run out around the neighboring cities and communities. It is essential to provide the opportunity for a more cost effective and local college experience with opportunities to get two- and four-year degrees. We have the legislature's support, because they recognize the peninsula as the most underserved area in the state for the four-year degree programs. He thanked Dr. Mitchell, OC President, for reaching out to Dr. Bruce Shephard in Bellingham, retired president of WWU, to create this opportunity.

Mayor Erickson thanked Olympic College; her son took the engineering program at OC and transferred to UW. This is the best deal in town for kids. Keep your students

local, where they will receive a great education relatively cheaper. She thanked Mr. Funaro, Ms. Merrill, Dr. Mitchell, and Representative Hansen for all of their support and hard work.

Councilmember Thomas asked if there would be a greater attraction to students from far away to come to Poulsbo if there was affordable student housing available. Ms. Merrill believes the programming would be more attractive, especially for programs that have local regional flavor. The Bremerton campus now has dorms, and it is a source of revenue.

Mayor Erickson agreed that dorms make money, and bringing people from out of state brings money. Next to the OC Poulsbo campus there is a large parcel of land owned by Housing Kitsap. They would like to build a large apartment building on that parcel, and it could function as a dormitory.

Mayor Erickson recused herself from the meeting and Deputy Mayor McGinty continued chairing the meeting.

b. Noll Road Update and ROW Acquisition Process

City Engineer Leniuns introduced Mr. Dan McReynolds, Parametrix, Senior Engineering Technician Bateman, and Universal Field Services (ROW Acquisition Team). She provided an update on the schedule and progress of the Noll Road project and process. Presentation highlights included:

- Overview
 - Built in phases, south phase in 2018
- Project milestones
 - Intersection feasibility complete
 - 30% design complete
 - Environmental process complete
 - Authorized to begin right of way acquisition and use \$1.4 M grant.
- Overall project schedule
- Roles of ROW Process
 - Local Agency Coordinator (Dawn Fletcher WSDOT)
 - Program Administration (City – Diane Lenius & Michael Bateman)
 - Engineering and ROW Plans (PMX Dan McReynolds)
 - Negotiations & Acquisition (UFS – Mitch Legel, Dana Abney)
 - Appraisals (SH&H – Babro Hines)
 - Appraisal Reviews (Granger Co. – Rich Duncan)
- ROW Needs
 - 28 purchases of ROW

- 6 purchases of construction easement
- 32 parcels affected
- 12 acres total
- Areas ranging from 5.3 acres to 200 sq ft
- No complete parcels or relocations needed
- ROW Process – Currently in NEPA Approval process
- Next Steps
 - ROW Tonight
 - Public Outreach
 - Open house August 9, 2016, 5:30 to 7:00 pm
 - PMX Amendment – PWC August 10
 - Final Design and Right of Way Acquisition
 - Proceeding with final design & negotiation process.

Councilmember Stern asked what the impact would be on the schools and where does this take us once this corridor shoots all the way onto the eastside of Poulsbo by the three schools. City Engineer Lenius said they are excited about the walkable community and shared use path that will go from Hwy 305 to Lincoln and past the schools. The intent with the roundabout is to have an undercrossing, so the path would go all the way down to Lemolo and make a loop. There are a number of things related to safety in terms of access to the schools. They will be looking at improvements in front of Poulsbo Elementary. The safety, in terms of the parents that drop their kids off at school and going to Bainbridge Island, maneuvering through the roundabout will be significantly safer than taking the current Noll Road and trying to make a left hand turn. Senior Engineering Technician added there are a lot of homes planned for that area, and there will be a regular sidewalk, and on the other side will be a full width shared use path. These are safe routes to and from school.

Mayor Erickson returned to the meeting and continued chairing the meeting.

c. Tolman/Kirk Easement Agreement

Mayor Erickson presented the agenda summary, noting when Anderson Parkway was reconfigured in 2013, a parcel owned by Jeffery Tolman and Michael Kirk (parcel number 232601-2-184-2002), had their ingress and egress blocked. This contract restores that access to Anderson Parkway circulation paths.

In response to Councilmember Nystul, Mayor Erickson said the dates would be revised on the contract, and hopefully better exhibits will be available with the original copy of the agreement.

Motion: Move to approve the granting of a legal easement to Tolman/Kirk providing a permanent enforceable means of ingress and egress for their property and authorize the Mayor to sign the contract as presented, with corrected dates.

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

Motion carried.

d. Discussion: Waterfront Bathroom

Councilmember Nystul gave an overview of the meeting held last week with the Port of Poulsbo and the history of the project. At the meeting several questions were raised, and it was acknowledged that it would take a short period of time to get the answers on what kinds of limitations or restrictions are on the prior RCO grants for the Port and for the City, what kinds of restrictions/limitations would exist under the Shoreline Master Program, would zoning regulations affect the proposed replacement, and what effect would a restricted access facility have.

Discussion highlights included:

- The Community Services Committee has worked on this project for a while, and the Public Works Committee was briefed.
 - The Port projected some sort of interest, but they didn't know what. They have some money committed for a project.
 - The Committee wants to make sure this moves along and do what is best for the community and feasible for the citizens.
- The intent of everyone in the meeting was not to delay, but move along expeditiously.
- A joint venture project will take a couple years to be ready for construction (research, permitting, time plans, MOUs, joint tenancy of a building, etc.).
- There is a need for more than one facility. One does not deny the other from happening.
- Downtown businesses have express concerns and the desire to upgrade the facility.
- A long range potential project will not serve our current needs.
- The tenants from the marina have expressed they are not on the same page as the Port Commissioners – many have no interest in sharing facilities with tourists and citizens. They want this to remain private.

- The park includes the parking lot in front of the Port. Their parking lot is part of the City's park. Another question is where would the port's proposed building be located? And is the City willing to give up our parking lot to improve the Port's bathrooms?

Mayor Erickson would like one more week to get the questions answered and come back to the Council next week for a decision.

Councilmember Thomas said the original project was a simple restroom. Our goal in the community services committee was to not increase capacity, but upgrade them. They had winnowed down the options to two. A lot of the work to find a cheap quick way to transform drab bunker-like restrooms. If there is an opportunity to increase capacity later on, he sees that as a separate thing. He feels the City should move forward with the original concept as quickly as possible.

Councilmember Lord supports moving forward quickly, and if we have additional opportunities, they can be explored. These are two separate issues and the City should upgrade what we already have.

Councilmember McGinty doesn't hear that partnering with the Port will reduce the cost for the upgrade, it will increase the capacity for an additional cost.

Parks & Recreation Director McCluskey received an email from the State today that stated the MIW Waterfront Park was built with RCO grant in 1973; we are still under their rules. Showers and laundry facilities are eligible, as long as it is clear that the entire facility is open and available to the public.

Motion: Move to direct staff to move forward with a plan to replicate and improve the existing bathroom structure, moving it back towards Anderson Parkway as presented in the Public Works Committee.

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

Vote: Motion passed (**summary:** Yes = 4, No = 1, Abstain = 0).

Yes: Lord, McGinty, Stern, Thomas.

No: Nystul.

e. Official Newspaper Contract Award

Finance Director Booher presented the agenda summary, noting the City opened sealed bids on 6/3/2016, for the Official Newspaper Contract for the term of August

1, 2016 through July 31, 2017. Finance Staff brought forward the bid and recommendation to the Finance/Administration Committee on 06/15/2016. The lowest responsible bidder was the North Kitsap Herald. It was recommended by the Finance/Administration Committee to award this contract to the North Kitsap Herald.

Motion: Move to approve the award of the Bid #16-01 for the Official Newspaper for the City of Poulsbo to the North Kitsap Herald and authorize the Mayor to execute the contract.

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

f. Resolution No. 2016-18, Designating the City's Official Newspaper

Motion: Move to adopt Resolution No. 2016-18, a Resolution of the City Council of the City of Poulsbo, Washington, designating the North Kitsap Herald as the City's Official Newspaper for the term of August 1, 2016 through July 31, 2017.

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

g. Kitsap Public Health District Board Resolution No. 2016-10

Mayor Erickson presented the agenda summary, noting in 2004 the Bremerton-Kitsap County Health District moved into the Norm Dicks Government Center. The District was unable to pay the full cost of the debt service for the office space, and the local jurisdictions agreed to pay 20% of the debt service. No formal agreement exists between the District and the jurisdictions, and the Kitsap Public Health District Board asked that a formal agreement be drafted. The Mayor is seeking authorization from the Poulsbo City Council to sign the KPHD resolution.

Finance Director Booher said the City's obligation is \$2,000 a year for the next 20 years. It is a separate line item in our bill.

Motion: Move to authorize the Mayor to sign Kitsap Public Health District Resolution No. 2016-10, a resolution affirming Kitsap Public Health Board commitment for paying a portion of the Kitsap Public Health District's Norm Dicks Government Center Debt Service Costs.

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

7. COUNCIL COMMITTEE REPORTS

Community Services Committee: Councilmember Thomas reported on the cemetery improvement project. Councilmember Lord reported that the committee discussed an upgrade playground area of American Legion Park, Poulsbo pump track is coming along, two grants are underway (Morrow Manor and Fish Park), Centennial Park bids came in too high, so they will be rebid, tree removal notification, and the Nelson Park Connection Trail is underway.

Public Works Committee: Councilmember McGinty discussed the stormwater retention for the PW Facility and the need for \$5,000 to do a study on that; the Hostmark Project is three days ahead of schedule; speeding in Ridgewood and Fjord, counters will be set up; stormwater ordinance connection fee; sewer comprehensive plan discussion, there will be a workshop scheduled soon; and there was a right-of-way work shop. Councilmember Lord noted they were advised that cascade natural gas will extend the pipeline at Hostmark down to connect with the North-south pipeline at the Westside of the intersection of Hwy 305. Councilmember Stern noted the island is coming back, and someone suggested adding two boulders. The Mayor said the trees in the island were damaged, so they will have to buy new trees. There will also be flowers in the island as well.

8. DEPARTMENT HEAD COMMENTS

Public Works Superintendent Bond reported the Bond Road signal cabinet is getting replaced tomorrow. The radar detection will go in the following week. He also said there is a leak at the Parks & Recreation building, and they are trying to figure out what we can do this year to get us to next year.

9. CONTINUED COMMENTS FROM CITIZENS

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

10. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

Councilmember Thomas said with the decision tonight to move forward with the bathrooms at the Waterfront Park, he is still open to listening to what the Port may propose, but that will be a separate process.

Mayor Erickson said the Petswalk is this Saturday morning, and you can register that morning at Lions Park. She thanked Judy and Jennifer Mentor for putting a brand new roof on the building. She needs two councilmembers for the interview panel for the police chief search on August 15, and would like a decision next week on who would do that.

Councilmember Lord said in light of what has happened this week, she affirmed the Council's and Mayor's deep gratitude for our police force and all the things they do for our community. We have a great police force.

11. EXECUTIVE SESSION

At 8:49 PM, Mayor Erickson recessed the meeting into a 30-minute Executive Session for the purpose of discussing real estate matters pursuant to RCW 42.30.110(1)(c). No action was taken.

12. ADJOURNMENT

At 9:19 PM, the meeting was adjourned.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk