

POULSBO CITY COUNCIL MEETING OF MARCH 21, 2018

MINUTES

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

Staff: City Clerk Fernandez, Director of Engineering Kasiniak, Associate Planner Coleman, Project Manager Struck, IT Senior Technician Williamson.

MAJOR BUSINESS ITEMS

- * * * Approval of March 7, 2018, Council Meeting Minutes
- * * * Leadership Kitsap Mural Presentation
- * * * Comprehensive Plan Amendments Workshop
- * * * Noll Road Improvement Project ROW Acquisition Resolution
- * * * Central Interceptor CIPP Project Consultant Contract Update

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 to approve the agenda as presented.

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

3. COMMENTS FROM CITIZENS

James Peterson introduced himself as a new member at NK Fishline, and he works mainly on the HomeShare project.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Stern said the Council has had discussion regarding the college build out here, and the HomeShare program for students that are enrolled. He reported he represented the National League of Cities last week in Washington DC on proposed infrastructure spending bills. They met with Senators Cantwell and Murray and Representatives McMorris-Rodgers and Kilmer.

Councilmember Thomas spent Monday with the American Legion Post giving presentations to eighth grade students at Poulsbo Middle School regarding a constitutional essay contest that they can enter. He was very impressed with the teachers and students he visited.

Councilmember McGinty reported he met with the traffic advisory committee last night, where they were shown troublesome intersections, had some discussion on how to improve crosswalks and sight distances, and discussed eight potential projects to bring forward.

Councilmember Lord announced there is a volunteer position opening for the Poulsbo Parks & Recreation Commission. She shared that Tom Nordly is being recognized by the Governor for a volunteer award under the environment category. She said it is a wonderful example of citizens participating at a level that is not elected, but making a huge impact to the city.

Councilmember Garland thanked the Poulsbo Community Orchestra for putting on a great concert on Sunday.

Mayor Erickson said yesterday she attended a fun event by Delta Kappa Gamma that honored 20 teachers from Kitsap County. They were picked by their peers.

5. **CONSENT AGENDA**

Councilmember Lord asked for a correction to be made to the March 7, 2018, minutes on Page 11, near the end of top paragraph (fifth line) discussing deputy mayor and alternate deputy mayor – need to add the work “not” before “happen again”.

Motion: Move to approve Consent Agenda Item A as amended.

The items listed are:

- a. Approval of March 7, 2018, Council Minutes

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

6. **BUSINESS AGENDA**

- a. **Leadership Kitsap Mural Presentation**

Parks & Recreation Director McCluskey presented the agenda summary, noting on October 11, 2017, during the Public Works committee report, the City Council

concluded to allow Leadership Kitsap (Team 5) to plan and paint a community mural on the back side of the Public Works building facing Iverson St. The community paint day is set for May 5, 2018. Leadership Kitsap presented the final mural concept.

Team 5 Member Ophelia Davis and Alanna Imbach presented the proposed project. They sent out a survey to see what kinds of ideas citizens would like to see in a future park. The suggestions have been incorporated into the mural to show what the park could possibly offer. They reviewed the results of the survey.

Councilmember Musgrove asked how the citizens were contacted for the survey. Ms. Imbach said the survey was created with Survey Monkey, and it was distributed through as many social media sites as possible. There was also a story in the NK Herald. They had almost 500 respondents.

The mural concept designers and artists Cory Bennett and Josh Fisher presented their proposed design for the wall. They will have a public paint day on May 5.

Councilmember McGinty said it is projects like this bring the community together. The concept is great.

Councilmember Lord said this is commendable and exciting. She asked if Leadership Kitsap's function was to raise money for the supplies. Ms. Imbach said Leadership Kitsap's role was to be a supporter of the Skate Park Committee that is already underway. They cannot raise money directly. They can help collect in kind donations.

Councilmember Thomas said to step back from total control and open up the painting to the community is pretty brave of the artists.

Councilmember Lord said when she was a kid they didn't skateboards. She thinks this is a great enterprise and vision.

Councilmember Musgrove said it is an awesome way they are working together. He is impressed by their presentation. It is a multi-use park, not just a skate park, that will attract different generations and those not interested in skating.

Councilmember Garland thanked them for sharing their energy and vision for this project. From a mom of little kids, it is a much-desired feature in our community.

Motion: To approve this concept for May 5 for Paint Day for the Public Works building, the mural that has been presented to us, the whole concept and the community helping paint it.

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

Motion carried.

b. Comprehensive Plan Amendments Workshop

Associate Planner Coleman presented the agenda summary, noting in January 2018, the City Council set the docket for the 2018 Comprehensive Plan Amendments. These amendments are:

- P-10-30-17-01 is a request to re-designate and rezone 2.68-acres located at 20831 Bond Rd NE from Residential Hight to Park and a 1.85-acre property located at 20523 Little Valley Rd from Residential Low to Park (Pump Track).
- P-10-31-17-02 is a request to re-designate a .64-acre property located at 19589 Front St NE from Shoreline Residential to High Intensity and a text amendment to PMC 16.02.240 C.2.
 - The property is currently zoned C1-Downtown through a concomitant agreement in 1983, but it has a residential shoreline designation. The zoning does not match the shoreline overlay when the Shoreline Master Plan was passed in 2012. Its zone C1-Downtown doesn't have a density limit, but the shoreline overlay limits the density to 4-5 units.
 - The zoning of the properties north and south of the property are residential high. The shoreline on all three properties is shoreline residential. The request is to change the environmental designation to high intensity but to leave it as a commercial zone.
 - Bernie from Team 4 clarified that this already has a commercial use on it. It is currently commercially zoned and has a commercial use. The underlying shoreline designation doesn't match. The request is to bring those two inline. It is not a request to zone it commercial, because it is already commercial with a commercial use.
 - Councilmember Musgrove clarified that they are matching things up with their existing uses. They are not changing uses, they are changing the shoreline to match up with it. If there were a change of zoning, it would have to come back before the council. It is an existing oddball and is not structured correctly.
- P-10-30-17-02 is a text amendment to Ch12, the Capital Facilities Plan, to update Table CFP-4 (6-Year Capital Improvement Projects).
- P-11-18-17-01 is a text amendment to Ch 4, Transportation, to better integrate complete streets policy, non-motorized transportation goals, and regional transportation plans.

- P-11-18-17-02 is a text amendment to Ch 6 (Capital; Facilities), Ch 10 (Utilities), Ch 12 (Capital Facilities) and Appendix B (Functional Plans) to reflect the new Solid Waste Utility Plan.

Comprehensive Plan amendments are processed using the Type IV public review process, which requires a public hearing before both the Planning Commission and City Council. The Planning Commission recommended approval of the amendments at their March 13, 2018 public hearing. A City Council public hearing is scheduled for April 11, 2018.

Councilmember Lord asked for the Planning Commission minutes and findings be distributed to the full council for review.

Councilmember Musgrove asked what the net effect of change you are looking for in the transportation application specific to grants. Project Manager Struck said the level of competition in regional transportation grants is very high, and the policy section is one place we can differentiate ourselves. They are looking for specific words that reflect regional priorities and modal balance and consistency with state initiatives. We are trying to line up our policy language with what funding agencies are looking for.

Councilmember Musgrove asked how it would change anything we would do in Poulsbo in the future. Would there be secondary effects of how we would conduct and use that policy within our city that we need to be aware of. Project Manager Struck said one policy nexus is a statement that the city will consider in transportation planning, the potential to form a transportation benefit district as a funding source

c. Noll Road Improvement Project ROW Acquisition Resolution

At 7:59 Mayor Erickson recused herself. Deputy Mayor continued the meeting.

Project Manager Struck presented the Noll Road Improvement Project ROW Acquisition Resolution. Presentation highlights included:

- Background
 - City right of way procedures authorize the City Engineer to approve right of way settlements up to \$15,000
 - 32 acquisitions for the Noll Road Project
 - 4 construction easements
 - 28 right of way acquisitions
 - 15 ROW acquisitions under \$15,000

- 4 construction easements under \$15,000
- Resolution
 - Council Authorizes Mayor Pro Tem to sign property transactions less than \$15,000
 - Consistent with approved right of way procedures
- Outcome
 - Streamline the process and reduces administrative requirements
- Review of current process for all ROW property transactions versus the proposed process for ROW property transactions up to \$15,000
- Summary
 - Benefit is to streamlines process and schedule
 - Councilmembers would continue to be updated on status of each offer and settlement via executive session

In response to Councilmember McGinty, Project Manager Struck said some of the positives of the change would be that we are on a fast track to get 19-20 acquisitions finalized. This would save staff from coming before Council for each one. The benefit is streamlining the process and make it more efficient.

Councilmember Musgrove said this was discussed in Public Works Committee, and they recommend approval. This is a short cut for 19-20 property transactions. It is a worthy shortcut at this level, because they are already aware of what is happening at each property and how much we are expecting to pay. The question tonight is if it is okay to give the rubber stamp to these 19-20 transactions and let Deputy Mayor McGinty sign these as they are finalized.

Motion: Recommend approval of Resolution No. 2018-03, a resolution of the City Council of the City of Poulsville, Washington, authorizing Mayor Pro Tem McGinty to approve ROW purchases and construction easements for the Noll Road Improvement project up to \$15,000.

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

Motion carried.

At 8:06, Mayor Erickson rejoined the meeting.

d. Central Interceptor CIPP Consultant Contract Update

Director of Engineering Kasiniak gave a presentation on the Central Interceptor CIPP Consultant Contract Update. An amendment is needed for the construction services with RH2 for the CIPP project on SR305 in the amount of \$4,998.00. The amendment

is needed for expertise for specialty work, additional construction support to review contractor submittals, additional construction support to review test results, and additional contract time due to material delays.

Motion: Move to approve the amendment to the RH2 Engineering contract in the amount of \$4,998.00 to assist completion of the Central Interceptor CIPP project and authorize the Mayor to sign the contract amendment on behalf of the City.

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

Motion carried.

7. COUNCIL COMMITTEE REPORTS

Councilmember Stern reported \$70,000 has been appropriated in the legislature for a feasibility study on the expansion of Western Washington University complex to serve the Peninsulas, and he will be attending the signing of Senator Rolfes' passed bill (6604) tomorrow, which grants Kitsap Public Utility District internet service provisioning powers.

Finance-Administration Committee: Councilmember McGinty reported they discussed the Mayor's and Judge's compensation, the Council Committee Ordinance update, and there will be future discussions on the Council Retreat.

Public Safety/Legal Committee: Councilmember Garland reported they had a preliminary discussion with the Fire Department on fireworks; heard from the Police who are working towards WASPC accreditation and discussion on detective training in Southern California, and Municipal Court discussed the need to upgrade video equipment in the courtroom. Councilmember McGinty added the cost for the video equipment upgrade is \$50K, and there isn't any alternative.

8. DEPARTMENT HEAD COMMENTS

Director of Engineering Kasiniak said they are working right now with Kitsap County in preparation of the payments for the Sewer Treatment Plan. The total cost of the project is \$10.5MM. They will be issuing bonds, which Finance Director Booher is working on right now. He is working with Public Works Superintendent Lund on creating a presentation for the Public Works Facility.

9. BOARD/COMMISSION REPORTS

Councilmember Nystul said the Kitsap Regional Coordinating Council Transportation Policy Board met last week. They presented the projects that are going forward to PSRC. Poulsbo doesn't have any projects in there. Bremerton has one, Kitsap County has two, and Kitsap Transit has one. They look like good projects. The contingency list has

\$1.6MM that is being reallocated. There is a possibility for Poulsbo to have an overlay project funded if Bainbridge Island does not to move forward with their project. Bainbridge will have a decision by the end of this month.

Mayor Erickson gave a brief summary of what is going on at the boards she attends: Kitsap Transit (vice-chair) she meet with the Rob Gelder, Chair, to discuss King County Marine; KRCC (vice-chair) had an executive meeting yesterday, preparing for a retreat, and working on the policy directives for transportation funding and the beginning of land planning (Ruckleshaus Institute and State of WA Commerce); Kitsap 911 (formerly Cencom) Board discussed the strategic action board (SAB) and various computer programs they are using; Department of Emergency Management hired a new Executive Director and discussing EOC operations; Kitsap County Health District (Chair) has discussions on opioid treatment and an award to Peninsula Health Care (Hub & Spoke Model); Housing Kitsap discussed where they are with the self-help program and are in an audit right now (problems with overhead allocations); KEDA is reviewing financial pieces in the executive committee, and the work of staff reaching out to bring businesses into the community; PSRC (Vice Chair of Transportation Policy Board, on Executive Board and Operations Committee) discussing making military centers a regional center to afford more funding for those jurisdictions directly around military bases (big deal for Kitsap County to establish two more regional centers), and she was asked to sit on the group to pick the next president and vice-president; Puget Sound Partnership LIO is on hold, the County might be assuming that piece working on water quality issues in the Puget Sound; Hwy 305 Coordination will meet next month and should see the project list; Homes for All Kitsap County is trying to find a place for a tiny home village in South Kitsap; Poulsbo Social Services Committee will meet next Monday to discuss what we are doing about homeless housing; NK Fishline Board met Monday night, they are putting the roof on their new building which will co-locate 8 non-profits, and had a great grand opening for Second Seasons in the Village; Poulsbo Historical Society (lot of meetings with capital campaign group that wants to raise \$960K in the next year to buy the land and build out the museum); Poulsbo Rotary Domestic Violence Task Force did not meet this month, final plat will come July/August for Morrow Manor.

10. CONTINUED COMMENTS FROM CITIZENS

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

11. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Stern said while at Washington DC last week, he witnessed the beginning of the student awareness movement around the shootings. It was heartening to see the students beginning to convene on the capitol to agitate changes from congress. He thinks the future of our country is in good hands.

Councilmember Musgrove reminded everyone there are public meetings for Kitsap Transit scheduled this Saturday at Kingston Village Greens at 3pm, and next Saturday at 9am at the Poulsbo Library, and 11:30am at the Oxford Suites.

Councilmember Lord circled back to her comments on our wonderful volunteer Tom Nordly. We have a community full of talent and great volunteers, as well as an incredible staff who help us take advantage of grants and capture dollars to allow us to spend wisely on behalf of our citizens.

12. ADJOURNMENT

Motion: Move to adjourn at 8:51 PM,

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

Motion carried unanimously.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk