

POULSBO CITY COUNCIL MEETING OF OCTOBER 6, 2010

MINUTES

PRESENT: Mayor Erickson; Councilmembers: Bauman, Berry-Maraist, Henry, Lord, Rudolph, Stern.
Staff: Boltz, Booher, Loveless, Stephens

MAJOR BUSINESS ITEMS

- * * * Minutes of July 7, 2010 City Council Meeting
- * * * Minutes of July 14, 2010 City Council Meeting
- * * * Minutes of July 21, 2010 City Council Meeting
- * * * Budget Amendment; BA 10-0401 – Noll Road Construction Project
- * * * Application for Special Event: North Kitsap High School Homecoming
- * * * 7:15 PM Public Hearing: 2011 Revenue Sources
- * * * Resolution No. 2010-18, Development Regulation Update Public Participation Plan
- * * * Presentation: Proposed Preliminary Budget
- * * * Ordinance No. 2010-19, Police Investigative Fund
- * * * Approval of Prosecuting Attorney Services Contract
- * * * Adoption of South Fork Dogfish Creek Restoration Master Plan
- * * * Approval of Noll Road Improvements- Amendment No. 6
- * * * Resolution No. 2010-19, HDPA Trick of Treating
- * * * Ordinance No. 2010-20, Business Licensing and Special Events
- * * * Ordinance No. 2010-21, City Offices Hours

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. MAYOR'S REPORT AND AGENDA REVIEW

- a. City Hall Update: Public Works Director Loveless reported the electrical and audio/visual installation is continuing, with furniture scheduled to begin installation October 18th.

Mayor Erickson announced the move is tentatively scheduled for November 12th, 13th and 14th; and the Grand Opening is scheduled for November 17th.

- b. Mayor Erickson reported:
 - Letter of intent signed for the lease of the lower level of the Parks and Recreation building.

- Attendance at the Bainbridge Island Work Study Session today, discussion on the co-location of their Municipal Court in the new City Hall.
 - North Kitsap Fishline was granted a \$27,000 Community Development Block grant for emergency housing.
 - The Village was awarded a grant to clean their portion of Dogfish Creek.
 - North Kitsap Little League was awarded a \$10,000 grant to repair Snyder Field and the score board.
 - Quadrant Homes has begun a new single residence housing development on Finn Hill.
 - A new restaurant opened in downtown Poulsbo, and Jack in the Box has broken ground.
 - The City is accepting applications for the upcoming vacant Council seat.
 - City Hall offices will be closed on Monday, October 11th from 3:00-5:00 PM for an All Hands meeting.
- c. Mayor Erickson stated business agenda item e, will be held following business item a.

3. COMMENTS FROM CITIZENS

- a. Janetmarie Valiga commented on the importance of supporting Sound Works during the rough economic times; and requested an update on the safety of Front Street with the recent altercation.

4. COUNCIL DISCUSSION/COUNCIL COMMITTEE REPORTS

- a. Councilmember Stern commented on Poulsbo being featured in a recent Seattle Times article.
- b. Finance/Administration Committee: Councilmember Lord reported on:
- Recommendation to reclassify the Engineering Project Assistant to an Engineering Technician; Council concurred.
 - Monthly Sales Tax update
 - Real Estate Excise Tax report
 - Review of the Proposed Preliminary Budget
- c. Parking Advisory Committee: Councilmember Bauman reported the committee has formed findings and recommendations, which will be presented to Council during workshop.
- d. Public Works Committee: Councilmember Berry-Maraist reported on review and recommendation for approval of a proposed bid selection process for projects.
- e. Councilmember Rudolph reported the Poulsbo Historical Society reviewed the Lease/Purchase Agreement.

- f. Councilmember Henry reported on his attendance at the Multi Modal Transportation Steering Committee.

5. CONSENT AGENDA

MOTION: Lord/Henry. Move to approve Consent Agenda items a through d.

Motion carried unanimously. Absent: McGinty

The items listed are:

- a. Minutes of July 7, 2010 City Council Meeting
- b. Minutes of July 14, 2010 City Council Meeting
- c. Minutes of July 21, 2010 City Council Meeting
- d. Budget Amendment; BA 10-0401 Noll Road Construction project

6. BUSINESS AGENDA

a. Application for Special Event: North Kitsap High School Homecoming

Jack Wall, North Kitsap High School, provided details of the event and the route of the Homecoming parade, which will conclude in Waterfront Park.

MOTION: Henry/Rudolph. Move to approve the Application for Special Event for the North Kitsap High School Homecoming Parade and Rally on October 14, 2010.

Motion carried unanimously. Absent: McGinty

b. 7:15 PM Public Hearing: 2011 Revenue Sources

Mayor Erickson opened the public hearing at 7:33 PM.

Finance Director Booher provided an overview of the 2011 Revenue Sources and presented the Proposed Budget, as well as the preliminary property tax levy.

Mayor Erickson requested public comments, no comments were received. At 8:12 PM Mayor Erickson closed the public hearing.

c. Presentation: Proposed Preliminary Budget

Finance Director Booher presented the 2011 Proposed Preliminary Budget, outlining the fund and fund balance changes.

d. Resolution No. 2010-18, Development Regulations Update Public Participation Plan

MOTION: Berry-Maraist/Rudolph. Move to adopt Resolution No. 2010-18, a resolution of the City Council of the City of Poulsbo, Washington, adopting a

public and agency participation plan for the 2010 Development Regulations update – phase 1.

Motion carried unanimously. Absent: McGinty

e. Set Public Hearing for 2011 Final Budget

MOTION: Henry/Stern. Move to set a public hearing for November 3, 2010 at 7:15 PM to allow the public time to address the Council regarding the 2011 Budget.

Motion carried unanimously. Absent: McGinty

f. Ordinance No. 2010-19, Police Investigative Fund

MOTION: Henry/Berry-Maraist. Move to approve Ordinance No. 2010-19, an ordinance of the City of Poulsbo, Washington, amending the provisions of Poulsbo Municipal Code Chapter 3.56.030 regarding Police Investigative Revolving Fund.

Yes: Lord, Bauman, Berry-Maraist, Rudolph, Henry. No: Stern

Motion carried. Absent: McGinty

g. Approval of Prosecuting Attorney Services Contract

MOTION: Henry/Berry-Maraist. Move to approve the contract for Prosecuting Attorney Services with the Kitsap County Prosecuting Attorney's Office beginning January 1, 2010.

Motion carried unanimously. Absent: McGinty

h. Adoption of South Fork Dogfish Creek Restoration Master Plan

Councilmember Henry stated he and Councilmember Stern will be discussing the Master Plan with the Suquamish Tribe.

MOTION: Stern/Lord. Move to adopt the South Fork Dogfish Creek Restoration Master Plan.

Motion carried unanimously. Absent: McGinty

i. Approval of Noll Road Improvements – Amendment No. 6

MOTION: Berry-Maraist/Henry. Move to approve the amendment to the existing agreement with Parametrix for design work on the Noll Road Improvements project in the amount of \$9,837.00.

Motion carried unanimously. Absent: McGinty

j. Resolution No. 2010-19, HDPa Trick or Treating

City Clerk Boltz explained this resolution approves the annual Trick or Treating event from this point on, the event approval will no longer need to come to Council unless there is a change in the event.

MOTION: Rudolph/Lord. Move to adopt Resolution No. 2010-19 establishing the conditions under which the "Trick or Treating" in Downtown Poulsbo, an event sponsored by the Historic Downtown Poulsbo Association (HDPa), shall be granted an exclusive license to use Front Street from (Jensen Way NE to 3rd Avenue) on October 31st each year.

Motion carried unanimously. Absent: McGinty

k. Ordinance No. 2010-20, Business Licensing and Special Events

City Clerk Boltz reported the Community Services committee reviewed and provided comments, the concerns and revisions requested by Council were addressed.

MOTION: Lord/Berry-Maraist. Move to adopt Ordinance No. 2010-20, amending Poulsbo Municipal Code Chapter 5.04 by replacing it with new and revised language and fixing a time when the same shall become effective.

Motion carried unanimously. Absent: McGinty

l. Ordinance No. 2010-21, City Offices Hours

City Clerk Boltz stated the Finance/Administration Committee reviewed and discussed the ordinance, the recommendation of the committee was for the full Council discussion.

Councilmember Stern expressed his concern with City Hall closing at 4:30 PM, opposed to 5:00 PM.

Mayor Erickson stated the intent in change the office hours is to standardize all departments hours that are housed in City Hall.

Council tabled the item for future discussion, to include staffing and overtime impacts, and the current hours for all departments.

7. DEPARTMENT HEAD/COUNCIL COMMITTEE/BOARD/COMMISSION REPORTS

a. Councilmember Stern reported on:

- An upcoming meeting with the Suquamish Tribe to discuss the South Fork Dogfish Creek Restoration Study, Poulsbo hosting the joint Council dinner; and partnership opportunities with Dogfish Creek projects.

- Kitsap Regional Coordinating Council (KRCC): Proposed Countywide Planning Policies and discussion regarding self contained communities and the economic viability of the communities.
 - The Association of Washington Cities (AWC) Regional Meeting scheduled for October 28, 2010 in Bremerton.
- b. Councilmember Berry-Maraist commented on:
- The North Kitsap School Board presented the City with a certificate of appreciation on the City's role in the field development at Vinland Elementary.
 - Attendance at the Washington State Transportation Commission listening session and discussion on administrative costs on handling transportation grants.
 - The Legislative Goals and questioned when those would be discussed; Councilmember Stern suggested the Finance/Administration Committee review and bring forward recommendations to the Council.
- c. Public Works Committee: Councilmember Rudolph reported on discussion on Shoreline Master Plan regulations and fully contained communities.

8. CONTINUED COMMENTS FROM CITIZENS

None.

9. COUNCILMEMBER COMMENTS


- a. Councilmember Lord commented on an informational and community planning meeting on Monday, October 18th, at The Zone for the 2012 Babe Ruth World Series.

10. ADJOURNMENT

MOTION: Henry/Stern. Move to adjourn at 9:43 PM.

Motion carried unanimously. Absent: McGinty

ATTEST:


Jill A. Boltz, City Clerk


Rebecca Erickson, Mayor