

POULSBO CITY COUNCIL MEETING OF NOVEMBER 3, 2010

MINUTES

PRESENT: Mayor Erickson; Councilmembers: Berry-Maraist, Henry, Lord, McGinty, Rudolph, Stern.

ABSENT: Councilmember Bauman
Staff: Berezowsky, Boltz, Farncomb, Kasiniak, McCluskey, Swiney

MAJOR BUSINESS ITEMS

* * * Minutes of August 18, 2010 City Council Meeting
* * * Minutes of September 1, 2010 City Council Meeting
* * * Budget Amendment, BA #10-0403 Engineering Wages & Benefits
* * * Budget Amendment, BA #10-0404 Legal Fees
* * * Budget Amendment, BA #10-0405 Copy Machine
* * * Budget Amendment, BA #10-0406 Voluntary Separation Cash Out
* * * Budget Amendment, BA #10-0407 Parks & Recreation Debt
* * * Budget Amendment, BA #10-0408 Jensen Avenue/Museum Property Appraisal
* * * Resolution No. 2010-20, Rejection of Noll Road Improvement Project Bids
* * * 7:15 PM Public Hearing : 2011 Budget
* * * Preliminary Budget Presented to City Council
* * * Ordinance No. 2010-23, Set Property Tax Levy
* * * Presentation: City Improvement Plan

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 PM and lead the Pledge of Allegiance.

2. MAYOR'S REPORT AND AGENDA REVIEW

- a. Mayor Erickson gave an update on the progress of the move including the packing which is currently underway and invited the public to the first Council meeting in the New City Hall and Open House beginning at 5:00 PM.
- b. City Hall Update: Public Works Director Loveless explained the move is still on track for November 13th with the exception of punch list items.
- c. Mayor Erickson announced Councilmember Stern as the liaison to the West Poulsbo Group and reminded Council of the Council interview process scheduled for December 4th.

Councilmember Rudolph suggested applications for Council Position No. 6 be reopened for an additional two weeks with the inclusion of an additional question in the packet.

A roll call vote was taken for concurrence to reopen the application deadline for Council Position No. 6.

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

Absent: Bauman.

City Clerk Boltz added that City Attorney would need to be consulted on whether or not this is allowable.

3. COMMENTS FROM CITIZENS

- a. Janetmarie Valiga commented on the wonderful Halloween downtown event and objected to the Council reopening the applications for Council Position No. 6.

4. COUNCIL DISCUSSION/COUNCIL COMMITTEE REPORTS

- a. Finance/Administrative Committee: Councilmember Stern commented on the routine Budget Amendments on the Consent Agenda and recommendation for approval.
- b. Councilmember Rudolph commented on the great turnout of the downtown Halloween event.

5. CONSENT AGENDA

MOTION: McGinty/Lord. Move to approve Consent Agenda items a through h.

Motion carried unanimously. Absent: Bauman

The items listed are:

- a. Minutes of August 18, 2010 City Council Meeting
- b. Minutes of September 1, 2010 City Council Meeting
- c. Budget Amendment, BA #10-0403 Engineering Wages & Benefits
- d. Budget Amendment, BA #10-0404 Legal Fees
- e. Budget Amendment, BA #10-0405 Copy Machine
- f. Budget Amendment, BA #10-0406 Voluntary Separation Cash Out
- g. Budget Amendment, BA #10-0407 Parks & Recreation Debt
- h. Budget Amendment, BA #10-0408 Jensen Avenue/Museum Property Appraisal

6. BUSINESS AGENDA

- a. **Resolution No. 2010-20, Rejection of Noll Road Improvement Project Bids**
Engineering Technician Farncomb discussed the bid process and although 10 bids were received for this project, errors on a required submittal form were discovered on several of the bid packages. It has been recommended by the

Washington State Department of Transportation and the City Attorney to reject all bids and readvertise the project per RCW 35.23.352.

MOTION: Berry-Maraist/McGinty. Move to approve Resolution No. 2010-20, rejecting all bids received by the City on the Noll Road Improvements Phase I project.

Motion carried unanimously. Absent: Bauman.

b. 7:15 PM Public Hearing: 2011 Budget

Finance Director Booher explained the hearing is being opened this evening and will continue to the November 17, 2011 Council meeting to give the public an opportunity to address the Council regarding the 2011 Budget.

At 7:26 PM Mayor Erickson opened the Public Hearing for the 2011 Budget.

No comments were received.

MOTION: Lord/Henry. Move to continue the hearing to Wednesday, November 17, 2010 at the Poulsbo City Council Chambers.

Motion carried unanimously. Absent: Bauman.

c. Preliminary Budget Presented to City Council

Finance Director Booher reminded Council there no presentation at this time however Preliminary Budgets have been distributed to Council.

d. Ordinance No. 2010-23, Set the Property Tax Levy

Finance Director Booher explained that the request is for 1% above the highest allowable tax exclusive of new construction and annexation.

MOTION: McGinty/Lord. Move to approve Ordinance No. 2010-23, an ordinance of the City of Poulsbo levying the general taxes for the City of Poulsbo for the fiscal year commencing on January 1, 2011, on all property, both real and personal, in said city which is subject to taxation for the purpose of providing sufficient revenue to carry on the several departments of said city for the ensuing year as required by law, and approving an ordinance summary for publication.

Motion carried unanimously. Absent: Bauman.

e. City Improvement Plan Presentation

Finance Director Booher explained that the plan is in compliance with the Growth Management Act of 1990 and the Comprehensive Plan revision and update. The Plan includes non-reoccurring projects of \$15,000 or greater that are included in the Capital Budget for 2011.

General Purpose:

- Parks and Recreation Building Improvements; Marine Science Center Building – HVAC Heating Repairs (*removed due to lack of funding source*) and Public Works Relocation – Begin Construction/Transfer Station

Parks:

- 2010 Progress of Park Projects: Poulsbo's Fish Park; CM Ballfields and Centennial Park - on hold; Nelson Park phase 2 trails – redirected and American Legion Paths – carryover.
- 2011 Projects: Poulsbo's Fish Park; American Legion Park paths; Liberty Bay Waterfront Trail Plan.
- 2011 Projects (non-CIP): Lord Property; Skate Park/maintenance upgrade; Signage for 4 parks and Park Impact Fee – Completion.

Transportation Program:

- 2010 Projects: Viking Avenue from Bovela Lane to South City Limits – Construction; Mesford Road Improvements – Construction; Noll Road Improvements, Phase 1 right-of-way acquisition, final design and PS&E; Roundabout at Noll Road and Lincoln – design to 70%, project ready for grant funding; and Fjord Drive Bank repair – began design and permitting.
- 2011 Projects Carryover: 3rd Avenue Reconstruction, Moe to Iverson Design.
- 2011 Projects: 3rd Avenue Reconstruction, Moe to Hostmark Design; 3rd Avenue Reconstruction, Moe to Iverson – Construction; Noll Road Improvements, Phase 1 – Construction; 6th Avenue Traffic Safety – Design and Construction; Hostmark Improvements – Design; and Liberty Bay Waterfront Trail – Design and Permitting.

Enterprise Program:

- 2011 Projects - Sewer: 6th & 9th Avenue Pump Stations Upgrade – Design Phase (2010) & Construction Phase (2011); Tollefson Forcemain Upgrade; Annual I & I Reduction – Manhole inserts; Harrison Forcemain replacement – Planning/Design.
- 2011 Projects – Water: Westside Well Treatment for Manganese; Pugh/Lincoln #2 Well Treatment for Manganese; Big Valley Wells Piping Improvements and Big Valley Wells Transmission Main Design.
- 2011 Projects – Storm Drain: Dogfish Creek Restoration – Phases 2011–2013; Anderson Parkway LID Retrofit; Ridgeway Study/Design
- 2011 Projects – Solid Waste: Solid Waste Transfer Station.

MOTION: Lord/McGinty. Move to approve the 2011 City Improvement Plan projects as presented and request the Mayor to direct staff to include these capital projects and the associated operating costs, in their 2011 submissions.

Motion carried unanimously. Absent: Bauman.

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

- a. Parks and Recreation Director McCluskey explained that a proposal was suggested by Mark Zenger 1st Olympic Property to trade property with Olympic College. Council concurred to have Parks and Recreation Director McCluskey move forward with the revised agreement.
- b. Councilmember Berry-Maraist commented on the downtown Halloween event.
- c. Finance/Administration Committee: Councilmember Stern advised the Council of discussion on an increase of business license renewal fees to cover the General Fund allocation to Kitsap Economic Development Alliance (KEDA). Stern requested Council concurrence to continue research and education of KEDA with the local business community. Council concurred to continue with the discussion. Also discussed: Standards for Public Defender Services Ordinance referred to Public Safety/Legal; an increase in the Real Estate Excise Tax and Monthly Sales Tax; Hotel/Motel Tax Funding and the updated budget deficit of approximately \$150,000.
- d. Public Works Committee: Councilmember McGinty reported on a discussion on parking, the Design Review Board; Noll Road Improvement; and United States Geological Survey Grant for water surveying.
- e. Point of Order: Councilmember Lord pointed out that the motion to approve the City Improvement Plan was not made (inserted after CIP discussion).
- f. Economic Development Committee: Councilmember Rudolph reported on the presentation by Richard Hayes, Executive Director Kitsap Transit realigning circulation and commuter routes and aggregating Commute Trip Reduction by combining workplace location; Dave Seburg Kitsap Public Utility District (KPUD) presentation on undergrounding and whether or not the City could be a "last mile" provider and discussion with Planning Director Berezowsky on how our code supports economic development in regards to land use and the Office Commercial Industrial (OCI) designation, and alternatives to make projects more viable.

8. CONTINUED COMMENTS FROM CITIZENS

- a. Tony DiCarlo expressed satisfaction with seeing Ridgewood in the City Improvement Plan.

- b. Herb Kai, told a story about an accident near the old Raytheon building in 1999 and finally seeing sidewalks being installed and stormdrain improvements in the Ridgewood development.


9. COUNCILMEMBER COMMENTS

- a. Councilmember Berry-Maraist reported on attendance at the Kitsap Regional Coordinating Council (KRCC) Transportation Policy Board, inclusion of Noll Road Roundabout on the contingency list, change in priorities to include a multi-modal study for the 305 corridor, and the added need for transportation planning. Councilmember Berry-Maraist also reported on her attendance at the KRCC Retreat where the discussion focus included shared facilities such as the Poulsbo Public Works project; and the Washington State Trails Conference with Parks and Recreation Director McCluskey, discussion on the Sound to Olympics Trail and frustration on the Noll Road Project permitting in regards to Shared Use Paths.
- b. Councilmember Stern reported on KRCC's reduction of meetings to every other month. Puget Sound Regional Council – Economic Development District ranking of projects for Federal Funding including the extension of Bremerton revitalization corridor to Evergreen Park.
- c. Puget Sound Regional Council: Mayor Erickson reported on the Project Prioritization Group for transportation projects and continued active participation.
- d. Puget Sound Regional Council: Councilmember Rudolph reported on the recommendation to approve certification of the City's Comprehensive Plan update.

10. ADJOURNMENT

MOTION: Lord/Rudolph. Move to adjourn at 9:18 PM.

Motion carried unanimously. Absent: Bauman



Rebecca Erickson, Mayor

ATTEST:



Jill A. Boltz, City Clerk CMC