



## 2010 Mayor's Reports – March Update

**Mayor Becky Erickson**

**City of Poulsbo**

*\* This list is the activity of the prior two months performed by Staff and Mayor.*

### Administrative and Clerk's office:

- **Community Resource Calendar** – This calendar will be up and running by April, providing meeting and special event information for agencies & organizations that City of Poulsbo supports financially
- **Streamlined Special Event Application** – Staff has developed a more efficient application process providing adequate review by all departments & council affected by special events in our community
- **City Realtor Selected** – To help promote/sell/lease city properties currently on the real estate market

### New City Hall:

- **Reconfiguration of the New City Hall** – Rental spaces have been defined and outreach initiated to potential tenants for space in the New City Hall
- **Monitor City Hall construction** – Started facilitating the move to the new building, including addressing office hours and parking policies

### Community Services:

- **Purchased the Parks and Recreation Facility** – Signed the papers taking ownership of facility from the Kitsap County Consolidated Housing Authority on February 3
- **Memorandum of Understand with Kitsap Regional Library** – An updated agreement was passed by council, with revised hours of usage for the meeting room. Met with KRL representatives to begin coordinating support for the upcoming levy with the hope of retiring city debt
- **Marine Science Center Foundation** – Worked with MSC to revise the lease; eliminate the need for an audit in exchange for great responsibility to maintain the building

### Public Works and Engineering:

- **Adoption of the 2005 Department of Ecology Storm water Manual** – Council adopted the manual and included a modification of the standard to encourage development under 1 acre
- **Viking Avenue Improvement Project Phase 3 a & b** – Awarded Bid; construction is scheduled for April – October 2010
- **Resource Conservation Manager** – This position was created to help identify energy conservation methods throughout the City, resulting in guaranteed cost savings
- **ARRA Funding Phase 2** – Getting projects shovel ready for the next funding cycle of ARRA funds; potential projects include Noll Road Roundabout and 6<sup>th</sup> Avenue Improvements

### Finance:

- **New Financial Reports** – Clear reports for cash position have been created; will be published to the Finance Committee monthly
- **On-line Utility Payments** – The Finance Department is working on enabling the online payment option on the city website [www.cityofpoulsbo.com](http://www.cityofpoulsbo.com); expected to be live by June 1

## Legislative:

- **New Council Member** – Jeff Bauman has been appointed to the council retaining the seat Mayor Erickson vacated; term expires 12/31/11
- **Council Committee Assignments** – New assignments of council committees completed; including a modified schedule to reduce staff overtime.
- **Appointments to Commissions** – Kate Nunes appointed to the Planning Commission; Becky Lorber to the Parks and Recreation Commission

## Public Outreach:

- **Chamber of Commerce Luncheon Guest Speaker**– Call for New Businesses
- **Breakfast with the Homebuilders Association** – Call for New Businesses
- **Breakfast with the Commercial Realtors Association** – Call for New Businesses
- **38+ meetings with local citizens and elected officials** – regarding pertinent issues to the City of Poulsbo; not included regularly schedule Board, Commissions and Committees
- **Public Outreach** – Ribbon Cuttings at Tizley’s Bottle Shop, The Diner and The Envy Restaurant
- **Business Outreach** – Recruited Mora Ice Cream to Front Street; actively researching other new businesses
- **Summer Street Dance** – Work with HDPA and the Downtown Restaurant Owners to begin the planning for August Street Dance

## Planning and Building:

- **Comprehensive Plan Appeal** – An appeal to the plan was received and is currently being processed by city staff and city attorney
- **Permit Process Review** – Working to improve the steps and process flow for permit approval process
- **Shoreline Master Plan** – Began public outreach for updated shoreline ordinance

## Public Safety and Legal:

- **City-wide Parking Enforcement** – Working with the Police Department on developing enforcement standards to improve parking downtown and citywide; including educational outreach campaign
- **Hire new Public Defender** – Conducted interview process and selected new public defender for municipal courts services
- **Labor Union Negotiations** – Continuation of talks with the Poulsbo Police Association

## Regional Activity:

- **City Legislative Action Conference** – Attended the conference (Jan 27-28) for elected officials with the opportunity to speak with Governor Gregoire and our local delegation
- **Potential Partnership Opportunities** – Working with Bainbridge Island on partnering possibilities for court services, economic development, and public works equipment
- **Boards and Commissions** – I have been appointed to the following and will give detailed reports about each appointment upon request
  - Kitsap Transit Board of Directors: By-Laws and Finance subcommittees
  - KCCHA Board of Directors and Finance Subcommittee
  - Kitsap Regional Coordinating Council Board and Executive Subcommittee
  - Kitsap County Board of Health and Personnel Subcommittee
  - CENCOM Board of Directors and Finance Subcommittee
  - Kitsap County Board of Emergency Management
  - Puget Sound Regional Council Executive Board Alternate
- **Promote the development of the North Kitsap Legacy Partnership** – I will continue to support this initiative to bring large regional open space to North Kitsap.