

POULSBO CITY COUNCIL MEETING OF APRIL 3, 2013

MINUTES

PRESENT: Mayor Erickson, Henry, Lord, McGinty, Musgrove, Nystul, Stern.

Absent/Excused: Berry-Maraist.

Staff: Booher, Kasiniak, McCluskey, Stephens, Treacher

MAJOR BUSINESS ITEMS

- * * * Final Plat – Cook Addition PUD (aka Vinland Pointe)
- * * * Hotel/Motel Grant Award Funding
- * * * Budget Amendment, BA# 13-0201, Hostmark Sidewalk Project

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. COMMENTS FROM CITIZENS

- a. Jan Harrison, Poulsbo Chamber of Commerce, spoke to the Hotel/Motel Grant Award funding for the Chamber Volunteer program to improve their Visitor Information Center and boost advertising.

3. MAYORS REPORT AND COUNCIL COMMENTS

- a. Councilmember McGinty spoke to the Historical Society “Gone Fishing” and Codfish dinner.
- b. Mayor Erickson announced the Poulsbos Garden Club will be hosting speaker Marty Wingate on April 13th at the Poulsbo library; the Poulsbo Farmers Market season grand opening Saturday at 9:00 AM; some of the daffodils are disappearing and the next Daffodil Day will November 2nd.
- c. Councilmember Lord also spoke to the success of the PHS presentation of “Gone Fishing”.

d. Councilmember Henry announced the Legislature deemed March 30th as Welcome Home Veterans Day.

e. Councilmember Stern spoke to the blooming plum trees during the spring, around the City.

4. CONSENT AGENDA

None.

5. BUSINESS AGENDA

a. Final Plat – Cook Addition PUD (aka Vinland Pointe)

Senior Engineering Technician Groh provided the history of the Cook Addition property and the infrastructure associated with the property substantially complete. All mitigation fees have been paid and work on the punch list items have been accepted by the Engineering Department; therefore the Engineering Department can recommend Final Plat Approval for the Cook Addition, subject to a set of conditions which must be met before the Final Plat is recorded.

Motion: I move to approve the Final Plat for Cook Addition, subject to the following conditions:

Condition #1: The Final Plat will not be recorded until:

All required documents are submitted to the City Engineer and determined to be satisfactory (plat maps, asbuilt plans, easements, bonds); and

Condition #2: A performance bond for landscaping open space and street trees shall be submitted to the City in an amount acceptable to the Planning Director prior to final plat recording. Completion of open space landscape Construction except for street trees shall be required within two months. The City will allow street trees to be installed lot by lot, tied to individual lot certificate of occupancy. Two-year maintenance bonds are received commencing upon construction acceptance of common open space and after the last street tree is installed.

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

Motion passed unanimously. Absent: Berry-Maraist

b. Hotel/Motel Grant Award Funding

Parks and Recreation Director McCluskey reminded the Council of their concurrence to use Hotel-Motel Tax reserves for an additional grant funding process. The funding

cycle received two applications: (1) the building of a replica Viking Longboat (\$22,000); the Lodging Tax Advisory Committee (LTAC) did not recommend funding for this project. (2) The Greater Poulsbo Chamber of Commerce requested funding to assist them in building a volunteer program for purposes of improving its Visitor Information Center. A second phase is to launch digital advertising through social media (\$20,000). The LTAC recommendation was for full funding on the Chamber of Commerce application; the Community Services concurred with the recommendation.

Motion: Move to approve the 2013 Additional Hotel-Motel Tax Grant Funding request to the Greater Poulsbo Chamber of Commerce for \$20,000.

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

Motion passed unanimously. Absent: Berry-Maraist

c. ► Budget Amendment, BA# 13-0201, Hostmark Sidewalk Project

City Engineer Kasiniak outlined the purpose of the Hostmark Sidewalk Project, the work that has been completed, and presented photos of the area before and during the construction.

Motion: Move to approve Budget Amendment No. 13-0201.

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

Motion passed unanimously. Absent: Berry-Maraist

6. ► COUNCIL COMMITTEE REPORTS

a. Economic Development Committee: Councilmember Musgrove reported on broad discussion on the downtown kiosk for a visitor information center.

b. Finance/Administration Committee: Councilmember Lord reported on real estate excise tax and sales tax updates; leasehold excise tax audit update. There will be a Council Workshop on pavement restoration program in May.

c. Kitsap County Coordinating Council: Councilmember Stern reported on population allocation discussion and the ongoing review the allocations.

7. ► DEPARTMENT HEAD COMMENTS

a. Parks and Recreation Director McCluskey reported the Parks and Recreation Commission will be holding an Open House on April 22nd at 6:00pm; and the Arbor Day Celebration on April 20th at American Legion Park.

b.City Engineer Kasiniak reported advertising for the Big Valley Watermain project will take place on Friday, April 5th, and the 6th Avenue project is nearing design completion.

8.  **CONTINUED COMMENTS FROM CITIZENS**

a.Herb Kai thanked City Engineer Kasiniak for presenting the Hostmark sidewalk project.

9.  **COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS**

a.Councilmember Nystul commented on the Councilmember Stern being recognized by KEDA for his economic development work; and the City surplus.

b.Councilmember Musgrove commented and thanked Diane Iverson for introducing Captain of the Seawolf to the Economic Development Committee, stating there will be educational and tour opportunities at the open house on April 12th.

c.Mayor Erickson announced the City website has been redesigned and is compatible with most mobile equipment.

10.ADJOURNMENT

Motion: Move to adjourn at 8:02 PM.

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

Motion passed unanimously. Absent: Berry-Maraist

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, Deputy City Clerk, CMC