

## POULSBO CITY COUNCIL MEETING OF JUNE 3, 2015

### MINUTES

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

Staff: Finance Director Booher, Parks & Recreation Director McCluskey, IT Manager Stenstrom, City Clerk Stephens

### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of May 13, 2015 City Council Meeting
- \* \* \* Minutes of May 20, 2015 City Council Meeting
- \* \* \* ~~Presentation: New Suquamish Hotel/Conference Center Expansion – Irene Purser, Chief Operating Office – Port Madison Enterprises~~
- \* \* \* Presentation: Parks and Recreation Department
- \* \* \* Disposition of Sailboats and Release of Liability
- \* \* \* Interlocal Agreement – Port of Kingston for Transfer of Surplus Property
- \* \* \* Project Close Out - Nelson Park Connector Trail
- \* \* \* Supplemental Agreement to Developers Agreement – Olhava Associates L.P.

#### 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

Mayor Erickson noted representatives from Suquamish Tribe had not arrived for the New Suquamish Hotel/Conference Center Expansion presentation, however the presentation would be given if/when they arrived at any point during the meeting.

**Motion:** Move to approve the agenda.

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

Motion passed unanimously.

### 3. ► **COMMENTS FROM CITIZENS**

Mayor Erickson asked for comments from citizens; no comments were received.

### 4. ► **MAYORS REPORT AND COUNCIL COMMENTS**

Councilmember Musgrove spoke to the latest edition of the Parks and Recreation newsletter, which includes several programs and classes for both adults and children.

Councilmember Lord expressed her concern over the Vinland Elementary graffiti situation today; and thanked the Police Department for their quick response and how they handled the situation.

Councilmember Thomas stated he had a chance to visit the new Nelson Park trail, noting the great work that was done on the trail. Thomas also commented on the new Maritime Museum that will be opening downtown.

Councilmember Nystul added the group putting together the Maritime Museum project will likely be requesting Hotel/Motel Tax funding.

Mayor Erickson reported on her invitation and attendance at the reception for the King Harald V, King of Norway.

Councilmember Henry reported on his attendance at the Association of Realtors luncheon, and the Change of Command ceremony at Bangor.

### 5. ► **CONSENT AGENDA**

**Motion:** Move to approve Consent Agenda items a and b.

The items listed are:

- a.Minutes of May 13, 2015 City Council Meeting
- b.Minutes of May 20, 2015 City Council Meeting

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

## **6. BUSINESS AGENDA**

### **a. Presentation: New Suquamish Hotel/Conference Center Expansion**

Presentation not held.

### **b. Presentation: Parks and Recreation Department**

Parks and Recreation Director McCluskey presented the Parks and Recreation goals and outlined:

- The work of the Parks and Recreation Commission & Trails Committee; Tree Board; and Fish Park Steering Committee
- Childrens and adult programs and classes offered
- Partnerships with several organizations such as NKSD, M&M, WSU, WWU, DNR
- Poulsbo Parks and grant funding, stewardship contribution at Fish Park
- Future park possibilities
- Urban Paths of Poulsbo

### **c. Disposition of Sailboats and Release of Liability**

Parks and Recreation Director McCluskey explained the Sail Kingston Cove is a new nonprofit organization in Kingston, dedicated to providing educational sailing opportunities to the community at the Port of Kingston. There are 11 boats currently in Kingston that Poulsbo Parks and Recreation will not need because there are plenty of boats at the Port of Poulsbo. These 11 boats have been well used over the years, and have depreciated to a limited value; and were surplusd at the May 20, 2015 City Council meeting.

This agreement authorizes the disposition of these 11 sailboats "as-is and without any warranties" directly to Sail Kingston Cove for use in their community sailing

programs for youth.

**Motion:** Move to approve the Disposition of Sailboats and Release of Liability to Sail Kingston Cove as presented.

**d. ► Interlocal Agreement – Port of Kingston for Transfer of Surplus Property**

**Motion:** Move to approve the Interlocal Agreement between the City of Poulsbo and the Port of Kingston for Transfer of Surplus Property as presented.

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

Motion passed unanimously.

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

Motion passed unanimously.

**e. ► Project Close Out - Nelson Park Connector Trail**

Parks and Recreation Director McCluskey presented the scope and budget for the Nelson Park Connector Trail project.

**Motion:** Move to approve the Nelson Park Connector Trail project as completed, and authorize the release of retainage in accordance with state law and contract requirements.

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

Motion passed unanimously.

**a. ► Supplemental Agreement to Developers Agreement – Olhava Associates L.P.**

Finance Director Booher explained the Supplemental Agreement to Development Agreements with Olhava Associates L.P. allows Mayor Erickson to sign the agreement upon approval. This agreement allows the City to offset funds owed by Olhava Associates for Traffic Mitigation Fees due from the development of the Olhava Property with funds owed by the City to Olhava Associates for its portion of the sewer infrastructure improvements and sewer connection fees related to the Bond Road Pump Station and Force Main.

The agreement will allow the City to retain funds currently being held by the City for sewer reimbursement to Olhava Associates and to use the funds solely for the purpose of paying the Olhava Traffic Mitigation obligation, thereby reducing Olhava's repayment obligation to the City. The City will also be entitled to retain all future payments into the City's Sewer Reimbursement Payment Obligation and will be entitled to use those funds solely for the purpose of payment the Olhava Traffic Mitigation Obligation until the balance owed by Olhava Associates to the City has been fully satisfied.

**Motion:** Move to approve Supplemental Agreement to Development Agreements with Olhava Associates L.P. and allow Mayor Erickson to sign the agreement.

**Action:** Approve, **Moved by** Henry, **Seconded by** Musgrove.  
Motion passed unanimously.

## 7. COUNCIL COMMITTEE REPORTS

Finance/Administration Committee: Councilmember Musgrove reported on the 1st quarter variance and property tax reports; and update on the E-Gov software implementation.

Public Works Committee: Councilmember McGinty reported on the Hostmark ADA ramp and 6th Avenue Sewer updates; and survey for the old Public Works site.

Economic Development Committee: Councilmember Stern reported on the boundary area of the KPUD Wireless pilot project; report from Jan Harrison on the efforts on Viking Avenue and the exploration of developing a Business Improvement Area; and review of the Economic Development element of the Comprehensive Plan.

Kitsap Regional Coordinating Council (KRCC): Councilmember Stern reported on the City of Bremerton withdrawing from KRCC and the impacts of that action.

## 8. DEPARTMENT HEAD COMMENTS

City Clerk Stephens reminded the Council, a closed session with City Attorney Scott Snyder for Union Negotiations, will be held on Wednesday, June 10th at 6:00 PM.

## 9. CONTINUED COMMENTS FROM CITIZENS

Mayor Erickson asked for comments from citizens; no comments were received.

## 10. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

## 11. ► ADJOURNMENT

**Motion:** Move to adjourn at 8:49 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, City Clerk, CMC