## **POULSBO CITY COUNCIL MEETING OF SEPTEMBER 9, 2015**

## **MINUTES**

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

Staff: Finance Director Booher, City Engineer Kasiniak, Parks & Recreation Director McCluskey, Senior IT Technician Williamson, City Clerk Stephens

**ABSENT:**Councilmember McGinty.

## **MAJOR BUSINESS ITEMS**

- \* \* \* Budget Amendment/BA#15-0313, 6th Avenue Sewer Repairs
- \* \* \* Budget Amendment/BA#15-0314, Fish Park Holm & Hansen Properties
- \* \* \* Budget Amendment/BA#15-0315, Engine for Sailing Safety Boats
- \* \* \* Presentation: Raab Park Community Gardens
- \* \* \* Kitsap Economic Development Alliance Quarterly Report John Powers
- \* \* \* Memorandum of Understanding with the Evergreen Mountain Bike Alliance
- \* \* \* Request for Night Work on Front Street Approval

## 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 announced the addition of an agenda item for permission of night work for 18827 Front Street – Pacific Coast Concrete, as business agenda c.

**Motion:** Move to approve the agenda, as amended.

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

Motion passed unanimously.

## 3. COMMENTS FROM CITIZENS

Leslie Banionis requested the Council reconsider and review the decision not to have I-502 businesses within the city limits of Poulsbo. Banionis husband is a doctor and military officer and cannot prescribe cannabis to patients who suffer from traumatic brain injuries, Post Traumatic Stress Disorder (PTSD), or for pain-related reasons.

## 4. MAYORS REPORT AND COUNCIL COMMENTS

Councilmember Lord stated Kitsap County is working on an amendment to the Kitsap Comprehensive Code regarding agricultural rules and regulations. On September 15th there will be a final County Planning Commission meeting to review the rules and regulations. Lord expressed her concerns that a food source for Fishline will disappear under the proposed rules and regulations regarding hobby farming and small farms. Lord added that the new regulations could have negative impacts to families and local food banks and urged interested persons to attend the Planning Commission meeting on the 15th.

Councilmember Thomas reminded Council and citizens of the Grand Opening of the Maritime Museum and Visitor Center this Saturday at noon.

## Mayors Report:

- City Hall will be closed from 11:30 AM to 12:30 PM for an Annual Employee Appreciation BBQ and award ceremony.
- Reminder to the Council to review the information in the binder provided for the Whitford Appeal Proceeding that will be held next Wednesday.
  Erickson reminded Council the proceeding is quasi-judicial and must not be discussed prior to the hearing before Council.
- Erickson noted that September 11th is around the corner and encouraged the public to remember what happened on that day.
- Erickson stated she will be walking along Viking Avenue on the 11th gaining support for the annual West Poulsbo Tree Lighting Ceremony.

Councilmember Musgrove reminded the public of the Dine Out for North Kitsap Schools tomorrow September 10th at various restaurants. Participating restaurants will donate a portion of the proceeds to benefit North Kitsap students.

Councilmember Stern reported he and Councilmember Henry attended the monthly Chamber luncheon where State Representative Sherry Appleton was the speaker. Stern noted that Appleton had discussed the approval of the legislature to allow county commissioners to hold meetings away from the seat of government. Stern added that one of the first such meetings is scheduled for Poulsbos Council Chambers on September 28th.

## 5. CONSENT AGENDA

**Motion:** Move to approve Consent Agenda items a through c.

The items listed are:

a.Budget Amendment/BA#15-0313, 6th Avenue Sewer Repairs

**b.**Budget Amendment/BA#15-0314, Fish Park - Holm & Hansen Properties

**c.**Budget Amendment/BA#15-0315, Engine for Sailing Safety Boats

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

### **6.BUSINESS AGENDA**

# a. Presentation: Raab Park Community Gardens

Parks and Recreation Director McCluskey explained the City of Poulsbo has worked cooperatively with Washington State University's Kitsap Extension Unit for many years. The Raab Park Demonstration Garden (The Youth Garden) began in 1997, followed by the Raab Park P-Patch in 2002. The City is the landlord for both gardens, but the day-to-day operations are through the leadership and volunteers of the Kitsap Extension Unit of WSU.

McCluskey introduced Colleen Miko, WSU Horticultural Educator. Miko introduced volunteer Master Gardeners Donna Ray George, Russ Kuhns, Cheryl Bosely, Betsi Kurzawski, and Jill Ray.

Kurzawski provided background to the partnership that has been in place since 1966 and outlined the childrens program and the 2014 summer schedule.

Kurzawski identified the leadership team and stated everything produced in the youth gardens is donated to Fishline.

Donna Rae George provided background on the P-Patch at Raab Park. George described the 2014 improvements and noted all lots were rented. George stated a bamboo barrier was placed around the plots and added, in 2015, garden plots and greenhouses were added and a fence was installed along the back. George described the efforts of the gardeners and volunteers and noted that over 700 daffodils were planted in 2015. George noted there has been sustained interest in the P-Patch for over thirteen years.

# b. Kitsap Economic Development Alliance (KEDA) Quarterly Report – Kathy Cocus

Kathy Cocus, KEDA, provided highlights from the 2nd quarter of 2015 report:

- Business retention, expansion and attraction of businesses and business assistance
- · Reinvigoration of a new Tech Committee to work with Tech firms
- · Contacts and leads from the Paris Air Show
- Examples of the business retention and expansion program
- Uses of the PTAC (Procure Technical Assistance Coordinator) program
- · Marketing and Outreach through social media and website visits
- · Annual Board retreat at Clearwater Casino

# c. Memorandum of Understanding (MOU) with Evergreen Mountain Bike Alliance

Parks and Recreation Director McCluskey stated on March 18, 2015, the City Council selected Evergreen Mountain Bike Alliance to build and manage the Poulsbo Pump Track at the Little Valley Ballfield site and directed the Mayor and staff to enter into contract negotiations. Attached is the MOU and Agreement for Construction, Maintenance and Operation of the Poulsbo Pump Track. This MOU has been reviewed and approved by the City Attorney, Washington Cities

Insurance Authority and by representatives of Evergreen.

Councilmember Henry reported the Community Services Committee reviewed the document and recommends approval. Mayor Erickson thanked County Commissioner Gelder for helping to streamline the transfer of the property from the county to the city.

**Motion:** Move to approve the Memorandum of Understanding and Agreement for Construction, Maintenance, and Operation of the Poulsbo Pump Track with Evergreen Mountain Bike Alliance and authorize the Mayor to sign the agreement.

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

Motion passed unanimously.

# d. Request for Night Work for 18827 Front Street – Pacific Coast Concrete

Engineering Technician Roberts presented a request for night work (between 9:00 pm and 5:00 AM) on behalf of Pacific Coast Concrete which would require trucks to park on Front Street in order to excavate material from the basement of the building via the outside stairwell. The contractor would be hauling approximately 150 cubic yards of material over the course of two weeks and would use a system of conveyors to move material from the basement to the trucks. The specific erosion control and cleanup measures for the work were identified and described.

**Motion:** Move to approve the night work as described for the Young Building - 18827 Front Street.

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

Motion passed unanimously.

## 7. COUNCIL COMMITTEE REPORTS

<u>Public Works Committee</u>: Councilmember Lord reported on: Lincoln Well No. 2 Treatment Facility bids (all bids have been rejected); 3rd Avenue/CBD Final Acceptance; Marine Science Center repair review; and Solid Waste Utility Evaluation Report.

<u>Community Services Committee</u>: Councilmember Henry reported on: the special event request for the North Kitsap Homecoming Parade; and discussion on the Lodging Tax Advisory Committee (LTAC).

Councilmember Nystul stated traditionally, the LTAC reports to the Community Services Committee who in turn gives Council the ability to approve or disapprove an application request. Nystul requested the Council consider; 1) whether LTAC should go directly to Council or continue to report to a committee; and 2) does the Council want the LTAC to make recommendations for carryover balances.

#### **8.DEPARTMENT HEAD COMMENTS**

None.

## 9.CONTINUED COMMENTS FROM CITIZENS

Mayor Erickson asked for citizen comments; no comments were received.

# 10. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

Mayor Erickson expressed her appreciation to James Mayo, the artist painting the mural on Lindvig Bridge.

# 11. ADJOURNMENT

Motion: Move to adjourn at 8:21 PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor ATTEST:

Rhiannon Fernandez, City Clerk, CMC

Respectfully prepared and submitted by Sherry White