

POULSBO CITY COUNCIL MEETING OF FEBRUARY 5, 2020

MINUTES

PRESENT: Mayor Erickson; Councilmembers Livdahl, Lord, McGinty, McVey (remote attendance), Musgrove

Staff: Clerk Fernandez, Director of Engineering Kasiniak, Associate Planner Coleman, IT Senior Technician Williamson

ABSENT: Councilmembers Stern, Phillips

MAJOR BUSINESS ITEMS

- * * * May 6, 2019 Auditor's Entrance Conference Minutes Approval
- * * * November 13, 2019 Council Minutes Approval
- * * * November 16, 2019 Council Retreat Minutes Approval
- * * * Budget Amendment/BA #20-0102, City Hall Locking System
- * * * Raab Park, Swanson Way, 11th Avenue Sewer Lining Project Acceptance
- * * * SR305 Manhole Rehabilitation Project Acceptance
- * * * Establish Docket for 2020 Comprehensive Plan Amendments
- * * * Resolution No. 2020-03, Affordable Housing Task Force Recommendations
- * * * Tideland Lease Agreement with PSRF for Native Oyster Restoration
- * * * Liberty Bay Bioretention Construction Contract Award

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 p.m. and led the Pledge of Allegiance.

2. AGENDA APPROVAL

Mayor Erickson noted that Councilmember McVey was attending the meeting remotely, and due to scheduling conflicts, the next two Council meetings will be cancelled due a lack of quorum.

Mayor Erickson said the Liberty Bay Bioretention Construction Contract Award has been added to business agenda as the first item.

Motion: Move to approve the agenda as amended.

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

3. COMMENTS FROM CITIZENS

Joseph Walker asked when the proposed forum is scheduled regarding the July 3rd incident. He discussed the items he wants the Council to address.

Kris Haight recommended the book called *My Grandmother's Hands* and distributed a document created by Showing Up for Racial Justice (SURJ) titled "Characteristics of White Supremacy Culture".

Phillip said seven months is a lot of time to create policies and procedures and have meetings with the community, the Suquamish Tribal Council, and Stoney's family. He stated that the community members showing up to the council meetings are doing that work, and he wants to know when they're going to start seeing results from the Council.

Jo Walter said SURJ can be a great resource for anti-racism work. They met January 28 and discussed how they envisioned Poulsbo becoming a more welcoming community. The next meeting is February 11, which is specific to Stonechild's case. It is in Bremerton from 6 p.m. to 8 p.m.

Sandra Allen, Fishline Client Services Manager, said Fishline wants to partner more with the City to address affordable housing issues. They are looking for funds and wanting to do more intensive case management.

Adabelle echoed what has been said before her. She keeps attending for Stonechild Chiefstick. She wants to know what is being done.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Musgrove said one of his top priorities is justice for all people under all situations fairly and equitably. He noted that the art walk is Saturday evening, and there is a boating event called the "Frosty Winter Rendezvous" this weekend.

Councilmember McGinty noted the Sons of Norway Lutefisk dinner was very successful.

Councilmember Lord thanked everyone who spoke. She would like to know where in Bremerton the next SURJ meeting is located.

Councilmember Livdahl thanked Kris for the book recommendation, and she bought a copy of it and intends to read while she is out of town. She has been working with Housing, Health, and Human Services Director Hendrickson, and they want to work on something to do for a long-term solution and not a quick fix. They were strongly advised to seek professional facilitation help.

Mayor Erickson would like to move forward in scheduling the professional facilitator in March, which will come out of her budget. The Council concurred on moving forward in hiring the professional facilitator.

The Mayor said she could not attend the SURJ meeting because she had another meeting with the Assistant Secretary of the Navy that same evening. She also noted there is a potential additional \$90,000 grant coming from WASPC, the Washington Association of Sheriffs and Police Chiefs, related to the work done with mental health and addiction. The Council concurred on accepting the potential money if awarded.

Mayor Erickson proclaimed February 6 as Day of the Sámi People.

5. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda items a through f.

The items listed are:

- a. May 6, 2019 Auditor's Entrance Conference Minutes Approval
- b. November 13, 2019 Council Minutes Approval
- c. November 16, 2019 Council Retreat Minutes Approval
- d. Budget Amendment/BA #20-0102, City Hall Locking System
- e. Raab Park, Swanson Way, 11th Avenue Sewer Lining Project Acceptance
- f. SR305 Manhole Rehabilitation Project Acceptance

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

Motion carried.

6. **BUSINESS AGENDA**

a. **Liberty Bay Bioretention Construction Contract Award**

Director of Engineering Kasiniak presented the agenda summary, noting the City advertised the Liberty Bay Bioretention project on January 24 and 31. Bids will be opened on February 11.

The project will improve stormwater quality at two locations in the City by installation of low impact development features. The locations selected and approved by the Department of Ecology are a water quality treatment vault on the Poulsbo Middle School campus and a bioretention swale on Fjord Drive. The City has received a \$300,000 grant from the Department of Ecology for this project.

The City has a \$450,000 CIP budget for this project with an estimated construction contract cost of \$325,000 for work.

The Engineering Department is seeking to begin construction immediately in order to meet the grant requirements for funding and is seeking Council approval to authorize the Mayor to sign the contract if the lowest responsive bid is no more than \$325,000.

Motion: Move to grant authorization to the Mayor to approve the construction contract for the Liberty Bay Bioretention project if the bid received is no more than \$325,000 in order to begin construction immediately.

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

Motion carried.

b. Establish Docket for 2020 Comprehensive Plan Amendments

Associate Planner Coleman presented the agenda summary, noting the Poulsbo Municipal Code 19.40.050 sets forth the procedure for docketing and reviewing proposed comprehensive plan amendments. The Planning and Economic Development Department prepares a list of proposed amendments to present to City Council. The City Council shall review the list at a public meeting and determine which, if any, of the proposed amendments shall be processed further.

At 7:45 pm, Mayor Erickson recessed the meeting for five minutes due to technical issues with the projector.

Presentation highlights included:

- Purpose – set the docket per PMC 19.40.050.B
- Process and timeline review
- Overview of 2020 Amendment Applications (two requests for redesignate and rezone, three requests for text/map amendments)
 - P-11-15-19-04, site specific, Edward Rose (private property owner initiated)
 - This application includes a site-specific amendment to the City's Land Use (Figure LU-1) and City's Zoning Map.
 - The request is to re-designate and rezone a portion of parcel 102601-4-022-2009 from Commercial (C-3) to RM (Residential Medium).
 - P-11-15-19-01, site specific, Marrow Manor (city initiated)

- This application includes a site-specific amendment to the City's Land Use (Figure LU-1) and City's Zoning Map.
 - The request is to re-designate and rezone a portion of parcel 242601-1-060-2002 from Residential Low (RL) to Park (P).
- P-11-15-19-01, text amendment, Parks Dept (city initiated)
 - Minor changes to the Parks Capital Facilities Program (Chapter 12, Capital Facilities Plan) recommended by the Parks staff, Parks and Recreation Commission, and citizens.
- P-11-15-19-02, text amendment, Planning Dept (city initiated)
 - This application includes a text amendment to Chapter 2, Land Use, to incorporate updated Puget Sound Regional Council Regional Centers Framework and designate one countywide center (Downtown Poulsbo) and two candidate countywide centers (College Marketplace and SR 305).
- P-11-15-19-03, text amendment, Planning Dept (city initiated)
 - This application includes a text amendment to Chapter 12, the Capital Facilities Plan, to update Table CFP-4 (the City of Poulsbo 6-Year Capital Improvement Projects) to reflect the proposed projects listed in the 2019--2025 Capital Improvement Projects.

Associate Planner Coleman said tonight's docket-setting meeting is not to approve these amendments, but to allow them to continue through the review process.

Councilmember Lord wanted to know how much acreage of Morrow Manor would be rezoned as Park. Associate Planner Coleman did not have the exact figure, but she could bring it to a future Council meeting.

Motion: Move to approve the 2020 Comprehensive Plan Docket as set forth in the 2020 Comprehensive Plan Amendment Docket staff memo.

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

Discussion: Councilmember McVey suggested a change to the Parks and Recreation amendment. When it comes to revenue streams, he suggested adding a sentence or two referring to user fees being one of our options to fund Parks and Recreation activities.

Motion carried.

c. Resolution No. 2020-03, Affordable Housing Task Force Recommendations

Housing, Health, and Human Services Director Hendrickson presented the agenda summary, noting the City of Poulsbo Affordable Housing Task Force was created by the City Council in September 2019. The task force was formed to help Council

determine how funds from a new sales tax revenue sharing program (SHB-1406) should be spent, and how, more broadly, the City should address affordable housing needs in Poulsbo. The task force focused on affordable housing needs for individuals with low and very low income (individuals at or below 60% area median income) since some SHB-1406 funds are restricted to this population.

The task force met four times in November and December 2019. It consisted of twelve members, including four councilmembers, the mayor, the executive director of the county's housing authority (Housing Kitsap), representatives of local nonprofits and faith-based organizations, and local housing providers. The deliberations resulted in a report that includes policy and tax recommendations, along with a recommendation to create a new Council Committee.

Unanimous recommendations from the task force included:

1. Support the creation of temporary shelter (task force highest priority)
2. Provide temporary rental assistance for individuals experiencing crisis and displacement.
3. Preserve existing affordable housing, including workforce housing.
4. Support the creation of temporary affordable housing for low and very low-income individuals.
5. Support the creation of long-term affordable housing for chronically vulnerable individuals.

The task force also unanimously recommended the passage of a one-tenth of one percent affordable housing sales tax (as authorized in HB2263). If the County passes this tax before the City, Poulsbo residents will pay the tax without the ability to make spending decisions. Mayor Erickson noted the City of Bremerton and the City of Bainbridge are looking at passing this tax. The County has not officially weighed in on this yet. It would benefit the County, so they would not encourage the City to pass this first. If the tax is passed, it would generate \$350,000 to \$375,000 in revenues for affordable housing.

Councilmember McGinty clarified the resolution does not approve implementing the 1/10th of 1% sales tax, and that they need more time to study it before deciding. Councilmember Livdahl noted that they need to decide on the tax by July.

Councilmember Musgrove thanked everyone who participated on the task force. It was awesome to see the collection of experience at the table on this topic. He thanked Housing, Health, and Human Services Director Hendrickson for giving definitions for terms being used, for establishing the goals of the community, and asking tough questions like do we focus on preventing those on the verge of homelessness and how to balance that out. A lot of questions were answered by talking about this small grant.

Councilmember McGinty thanked Housing, Health, and Human Services Director Hendrickson in explaining homelessness and opening their eyes.

Councilmember Lord always knew what a great asset Fishline is, but they can also help people with housing for a short period. The task force came up with lots of great recommendations, and she glad that the Council committee was recommended because affordable housing is such an important topic. She referred to the recent situation when the section 8 housing went away at the east end of Hostmark (it expired, and the landlords had the option to convert it to market value – 26 families were displaced). So many people are in jeopardy for housing. She hopes to have intense dialog in the next month about the sales tax option. She spoke about a class she attended at the Association of Washington Cities conference regarding these issues, and she was able to share the idea of an "affordable housing task force" with other cities also dealing with a homeless and affordable housing crisis.

Councilmember Musgrove clarified that the resolution does not commit the City to specific taxes, that it's guiding recommendations with the creation of a new Council committee.

Mayor Erickson explained that they will pick the Housing, Health, and Human Services Committee members on March 4, and that the Committee will be on the first Wednesday of the month, either monthly or quarterly, from 3:30 p.m. to 5:00 p.m.

Councilmember Lord commended Housing, Health, and Human Services Director Hendrickson for being one of the best facilitators she's ever worked with.

Councilmember McVey had a tough time hearing the discussion, but if they're not moving forward with the tax, he's okay with the recommendations. Mayor Erickson noted that the tax initiative is a very defined process by Washington State law. It will come back to the Council at another time. That's not what they're doing with tonight's motion. Councilmember McGinty pointed out that the Council hasn't even said they support the tax.

Housing, Health, and Human Services Director Hendrickson recommended striking the word "implement" and changing it to "accept" in the first part of the task force recommendations. She also noted that the Department of Commerce awarded the Planning Department a grant to create a housing action plan that will have a very detailed housing needs assessment as a part of its plan. She sees the City moving forward with a task force to consider affordable housing operating at the same time as the housing action plan is developed by the Planning Commission.

Motion: Move to approve Resolution No. 2020-03, accepting the recommendations of the Affordable Housing Task Force and establishing a Housing, Health, and Human Services Committee to consider affordable housing issues and initiatives, along with other issues relating to health and human services in the City of Poulsbo and strike the word "implement" and change to "accept" in bullet point number one of the resolution.

Action: Approve, **Moved by** Musgrove, **Seconded by** Lord.
Motion carried.

Mayor Erickson noted Ms. Hendrickson's new job title (Housing, Health, and Human Services Director).

d. Tideland Lease Agreement with PSRF for Native Oyster Restoration

Mayor Erickson presented the agenda summary, noting the Puget Sound Restoration Fund (PSRF) needs to access certain tidelands owned by the City of Poulsbo to conduct shellfish habitat restoration work. USDA Form Bill programs require this lease of lands to perform their work. The lease will commence on the date of signatures and expire on June 30, 2025.

Councilmember Lord asked if there is caution that needs to be taken by boaters/kayakers. Mayor Erickson said no restrictions were requested by the contractor, and it is an area that does not have a lot of activity.

Councilmember Musgrove confirmed the lease does not deny any other use or give any special rights to the lessor as compared to anyone else. Mayor Erickson agreed with Councilmember Musgrove's statement.

Motion: Move to approve the lease agreement with the Puget Sound Restoration Fund for native oyster restoration work for a five-year term, expiring June 30, 2025, and authorize the Mayor to execute the agreement.

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

7. COUNCIL COMMITTEE REPORTS

None.

8. DEPARTMENT HEAD COMMENTS

None.

9. BOARD/COMMISSION REPORTS

None.

10. CONTINUED COMMENTS FROM CITIZENS

Rick Eckert, North Kitsap School District, shared 3% of Vinland Elementary’s students are homeless, and 32% are low income. He also noted that the School District has an Equity Council that meets and talks about equity within the District. The Council is welcome to join them.

11. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Musgrove thought it was a good meeting and that they got a lot done this past month.

Mayor Erickson has been working to get the Johnson Road roundabout money restored, which is why she been going back and forth to Olympia. She’s still trying to figure out what next steps are. Saturday night was the Fishline Gala, where they raised a bunch of money for Fishline.

Councilmember Livdahl will be gone for the next couple weeks, but she’s sure she’ll come back energized.

12. ADJOURNMENT

Motion: Move to adjourn at 8:48 p.m.,

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

Motion carried unanimously.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk