

## POULSBO CITY COUNCIL MEETING OF SEPTEMBER 16, 2020

### MINUTES

**PRESENT:** Mayor Erickson; Councilmembers Livdahl, Lord, McGinty, McVey, Musgrove, Phillips, Stern.

Staff: Finance Director Booher, City Clerk Fernandez, Health, Housing and Human Services Director Hendrickson,

**ABSENT:**

### MAJOR BUSINESS ITEMS

- \* \* \* Budget Amendment/BA #20-0304, Speed Bumps & Railing
- \* \* \* July 15, 2020 Council Meeting Minutes Approval
- \* \* \* Resolution No. 2020-20, Consideration of Affordable Housing on City Property
- \* \* \* Resolution No. 2020-21, Revised Kitsap County Multi-Hazard Mitigation Plan

#### 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

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

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

Motion carried.

#### 3. COMMENTS FROM CITIZENS

City Clerk Fernandez read the following emailed citizen comments into the record, which are summarized below:

- Airen Lydick wrote regarding Kitsap Equity, Race and Community Engagement Coalition sending their condolences to Stonechild Chiefstick's family. They want the police department training to center around meaningful, transparent race equity analysis. They also asked the City to join the Governmental Alliance for Race Equity (GARE), and host the GARE series of trainings for their staff.
- Aidan Moore wrote asking the Council when the next meeting would be for continuing the work they did at their meeting in June regarding racism, diversity, and inclusion.

Rita Hagwell spoke about her concern about her neighbor's property being dry and a fire hazard.

Rick Eckert joined online to say hi to the Council tonight.

#### **4. MAYOR'S REPORT AND COUNCIL COMMENTS**

Councilmember Livdahl said she would like to consider the next workshop to discuss equity and inclusion. The reason there has been a delay in these conversations was because COVID came in and they had hoped it would not have lasted this long. The conversations would have been better in person, but since things are not progressing to have in-person meetings, it is time to have them virtually. Housing, Health, and Human Services Director Hendrickson suggested a virtual town hall with panelists from various parts of the community. She is going to pursue this idea and try to have the meeting in early November. As far as the question of risk of wildfire, she believes it beyond their purview to deal with private property.

Councilmember Lord said this Sunday there will be a Fish Park work party at 1:00 p.m. The HDPa had an impromptu car cruise this Saturday that drove through town with their vintage cars like a parade. The HDPa is going to have their annual Halloween window decorating downtown, and she will be judging the displays on October 11.

Councilmember McGinty recognized Troy Grossman for stepping up as the interim Police Chief during this time of transition.

Councilmember McVey said he had similar thoughts to Councilmember Livdahl in moving forward with community conversations, and he will report on it during the Finance-Administration Committee report.

Councilmember Musgrove acknowledged everyone is dealing with the fire smoke right now, along with COVID. His heart goes out to all of those who are directly enduring the fires, whether they be citizens, homeowner, residents, first- and second-level responders, and all those people who are having to deal with all we see as some of the smoke. He hoped for the best for all those directly impacted. He also shared that Parks & Recreation is doing all they can do to provide recreation options during COVID. He shared the phone number to register: 360-779-9898.

Councilmember Phillips gave a shout out to Troy Grossman and our fire fighters. He is available to help Councilmember Livdahl on creating a community forum.

Mayor Erickson shared her sister lives outside of Portland, OR and she received a text that there was an evacuation order because a place called Government Mineral Springs (old growth forest) could possibly catch fire. She was happy to learn the wind shifted and

spared this magical place. She thanked staff at the City of Poulsbo as they go through challenging budget times. They have been creative and active in meeting these challenges.

**a. Department Head Reports**

Parks & Recreation Director McCluskey gave an update on the Fish Park Improvements project. Also, the sidewalk along Bond Road will be starting soon. They are going down to two lanes on Bond Road. She also noted the Tree Board had a conversation about the wildfire issue. They have a retired forester from the US Navy on the board who wants to work on public education for people about how to manage their property to be safer from fires: two main tips she shared was 1) clean up the piles of vegetation on your property and 2) don't cut your trees.

**5. CONSENT AGENDA**

Councilmember Livdahl noted a change on page 5 of the July 15, 2020, minutes. Where it states Councilmember Lord, it should read Councilmember Livdahl for giving the report regarding the Fish Park.

Councilmember McVey asked to remove the word temporary from the budget amendment, as a discussion had not been had if the speed bumps would be temporary. Mayor Erickson recommended changing the word temporary to rubber in consent agenda item 5a and decide later if the speed bumps will be temporary or permanent.

**Motion:** Move to approve Consent Agenda as amended.

The items listed are:

- a.** Budget Amendment/BA #20-0304, Speed Bumps & Railing
- b.** July 15, 2020 Council Meeting Minutes Approval

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

**6. BUSINESS AGENDA**

**a. Resolution No. 2020-20, Consideration of Affordable Housing on City Property**

Housing, Health, & Human Services Director Hendrickson gave a presentation on the proposed resolution. Presentation highlights included:

- Background
  - Poulsbo’s Affordable Housing Task Force makes recommendations to Council in February 2020. Highest priority: deeply affordable temporary housing for people in crisis.
  - Council approves recommendations through Resolution 2020-03.
  - Obstacle to action: high price of land in Poulsbo.
  - H3 Committee recommends use of City property at “the triangle” and the Klingle Natural Area for affordable housing if the City maintains ownership of parcels (August 5 meeting).
  - Resolution under consideration would reserve two parcels of City land for affordable/deeply affordable housing purposes.
- Community Land Trust Model (CLT)
  - Land held in reserve for affordable housing purposes by nonprofit (and other) organizations.
  - Purchasers buy homes at below market rates—pay for structure, not land costs.
- Proposed Site #1: “The Triangle”, 609 NE Lincoln, 0.33 acre
  - Interest in siting two small cottages
  - 600-800 square feet
  - Current use: Public Works storage
- Proposed Site #2: Klingle Natural Area
  - Approximately two developable acres
  - Site of Klingle family farm
  - Current use: encampment
- City Opportunity: passage of SHB1406 in 2019 sales tax revenue sharing program (sales tax already collected made available to participating jurisdictions)

The City, under this resolution, will retain ownership of both parcels and lease land to a public or private partner to build and manage housing for low-income individuals.

Mayor Erickson gave additional background information on the properties and noted these properties will not be sold. They will be dedicated for a particular use.

Councilmember Musgrove reported the Housing, Health, and Human Services Committee recommended approving this resolution to help address affordable housing. The Committee requested an amendment to the resolution to better convey

the options and intent. The last sentence would be changed to read as follows: “the restriction of use at both properties will exist until it is undone or strengthened by an affirmative act by City Council.”

Councilmember McVey asked if Public Works no longer needs the Triangle space for staging. Mayor Erickson agreed that is correct.

**Motion:** Move to approve Resolution No. 2020-20, a resolution of the City Council of the City of Poulsbo, Washington, allocating use of City property at 609 NE Lincoln Road and at the Klinge Natural Area for affordable and deeply affordable housing purposes as amended.

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

**b. Resolution No. 2020-21, Revised Kitsap County Multi-Hazard Mitigation Plan**

Mayor Erickson presented the agenda summary, noting the Kitsap County Department of Emergency Management (KCDEM) sent a revised 2020-2025 Kitsap County Multi-Hazard Mitigation Plan. The plan has been revised to ensure consistency to approve the revised plan by adopting a resolution.

**Motion:** Move to approve Resolution No. 2020-21, a resolution of the City Council of the City of Poulsbo, Washington, adopting the revision of the Kitsap County Multi-Hazard Mitigation Plan.

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

**7. COUNCIL COMMITTEE REPORTS**

*Finance-Administration Committee:* Councilmember McVey reported the committee discussed next steps from the July workshop (organizing a community panel discussion virtually to include 6-8 panelists from different areas of the community). Now that the final report is out, this is a good time to move forward. The Committee also received a very preliminary review of the budget from Finance Director Booher and the Mayor. He highlighted the proposed expenditure cuts, including reductions in staff (voluntary and furloughed; 8% of staff), and eliminating the KEDA membership, SBAC, and the City Lobbyist position.

Finance Director Booher reviewed changes that happened in 2020 that will affect the 2021 budget. She reviewed the anticipated reductions in revenues (which are still being

analyzed), recommended fund transfers delays, and cuts to contractual obligations. She also highlighted the new program request for the Housing, Health and Human Services, which has been an on-going program funded by grants and other city contributions. Now the program is changing direction as was anticipated. Some cities will be hiring their own navigators, and the City is hoping to maintain some of these services in Poulsbo by using 2020 carryover funds and grants, with the possible need to cover the difference through the general fund). The Mayor's preliminary budget will be presented to the FAC in early October. Mayor Erickson said these numbers presented tonight could change materially in the next couple of months.

Councilmember McVey also noted he was elected as the new committee chair.

*Housing, Health, and Human Services Committee:* Councilmember Musgrove reported the committee recommend the two new program requests for the Housing, Health, and Human Services department and the navigator program. Discussion was also held on BKAT creating a video for flu shot efforts; will be discussing in the future other uses for CARES funds (daycare, meals); Planning & Economic Development Director Boughton will be bringing in Kitsap County on October 7 to discuss accessory dwelling units.

There is an effort to put together a public flu vaccine drive up event at City Hall sometime in October and it is still in its planning stages. Certain insurance coverages may not fully cover these vaccine costs, so the committee is recommending the City pay the difference in an amount up to \$1,000 of city funds (either general fund or CARES). The Council did not express any concerns to possibly using funds for this use. This still needs to be reviewed by the City Attorney. Housing, Health, and Human Services Director Hendrickson said she heard on her monthly medical call with medical professionals concerns about flu outbreaks that will strain medical services. If we do not take this flu season seriously and get the flu vaccine, we will compound the stress on our system that is already caused by COVID. Councilmember McVey asked if participants need to be City residents. Housing, Health, and Human Services Director Hendrickson said they would have to be City residents if it is funded by CARES. Mayor Erickson is willing to use part of her budget to cover costs for citizens who are not Poulsbo residents, because getting a flu shot this year is very critical this year due to the pandemic.

Gateway is back to providing lunches Mondays, Wednesdays, and Fridays at noon with funding from Kitsap County. The City may need to provide additional support in the future to continue that service. The Fishline modified agreement has been executed. They will be discussing the Fire Cares program. They discussed the Klinge and Triangle properties which would address shelter and transition efforts, and received some updates on the Nordic Cottage concept as part of that Triangle property program.

Public Safety/Legal Committee: Councilmember Stern gave an update on the police chief selection process. Hopefully by the end of next week the new police chief can be announced. The Committee commended interim Police Chief Grossman. They received a report from Judge Tolman on the home monitoring program and they are looking to create a policy for those who cannot afford the nominal fees of the program. The Court needs a Court Security Officer, and they plan to hire a part time employee for this service at the beginning of the year (it has been covered by the Police Department). There was an update on jail costs in Port Orchard. There has been a 40% decrease in use, but only a 3% decrease in expenses to run the jail. Jail costs are increasing 37% in one year. They received a report from City Prosecutor Foster that the County Prosecuting Office is shifting prosecutorial cases to local jurisdictions (shifting definition of leniency), which will put a burden on the cities. The Fire Department reported their firefighters were helping at the Napa Valley fire, and then went to the Sumner fire. There has been an increase in call volume for emergency medical for the fire department, but transport is way down (people with medical emergencies are declining transport to the hospitals).

## **8. BOARD/COMMISSION REPORTS**

Mayor Erickson reported on the Puget Sound Regional Council Transportation Policy meeting. There was a presentation given on passenger only ferries and a new on-going study. They have narrowed it down to six runs, with the highest scoring being from Suquamish to Seattle. There is a lot of interest in these services. However, there is not enough docking space for ferries downtown right now.

Mayor Erickson reported they continue to have the Business Recovery Task Force on Mondays. She is going to order some outdoor heaters as part of the Summer Fair program. Public Works Superintendent Lund is putting in more seating area in the downtown. She reminded everyone there is a grant process open right now for small businesses. Applications are due September 20.

## **9. CONTINUED COMMENTS FROM CITIZENS**

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

## **10. MAYOR & COUNCILMEMBER COMMENTS**

Councilmember Livdahl appreciated the Mayor has been acknowledging the Suquamish lands at the beginning of each meeting. She was hoping to create a way to carry this forward with future mayors.

Councilmember Lord asked the Council to think about a memorial at the waterfront park for the Suquamish Tribe.

Councilmember Musgrove said the Housing, Health and Humans Services department now has a webpage on the City's website. It is neat that the department that doesn't exist is doing everything with nothing. He thinks it is great, and a webpage is deserving of something like that.

## 11. ADJOURNMENT

**Motion:** Move to adjourn at 8:45 p.m.,

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

Motion carried unanimously.

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Rebecca Erickson, Mayor

ATTEST:

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Rhiannon Fernandez, CMC, City Clerk