

POULSBO CITY COUNCIL MEETING OF JANUARY 13, 2021

MINUTES

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

Staff: Finance Director Booher, City Clerk Fernandez, Director of Engineering Lenius; Senior Planner Coleman

MAJOR BUSINESS ITEMS

- * * * Excuse Councilmembers Livdahl, McGinty, Phillips from January 6, 2021, Council Meeting
- * * * State of the City Presentation
- * * * Establish Docket for 2021 Comprehensive Plan Amendments

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

2. AGENDA APPROVAL

Move Business Item 6b up to have it go first before the State of the City.

Motion: Move to approve the agenda as modified.

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

Motion carried.

3. COMMENTS FROM CITIZENS

City Clerk Fernandez read a written comment into the record for Rita Hagwell who noted she wished to continue the conversation about her homestead when times in the US and State are calmer.

City Clerk Fernandez noted records were submitted and distributed to the Council from Mike Regis, but he is not online to provide his comments regarding the document.

4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Livdahl wished everyone Happy New Year as this is her first Council meeting of the new year.

Councilmember Lord hopes everyone is surviving the heavy rains we are suffering from.

Councilmember McGinty thanked the public for keeping the storm drains cleared and Public works has been doing a good job keeping things flowing.

Councilmember Musgrove said this is a new year with new resolutions. It is a new year, have a new attitude, be considerate and kind.

Councilmember Phillips agreed it is good to be back. Things will get better. He commended Public Works, Fire, and Police for their work.

Councilmember Stern shared about the Washington State Public Works Trust Board: his appointment to the Board by Governor Inslee and its history, roles, and responsibility.

a. Department Head Reports

Public Works Superintendent Lund said his crew has been busy and thanked everyone for their praise.

Director of Engineering Lenius announced Cherlyn Haley is retiring at the end of the month; she has been working here for 30 years.

Mayor Erickson reported PSE power outages are still significant in Kitsap County. There were road closures all over the county today due to the storm. She thanked Public Works Crew and Kitsap County Public Works Crew. There is more urban flooding. She asked for everyone's patience as the City tries to address their concerns.

Mayor Erickson said the Peninsula Regional Transportation Planning Organization needs Council concurrence that Councilmember Stern will continue to represent the City of Poulsbo for 2021. The Council concurred with the appointment.

Mayor Erickson said they been having a lot of conversation about art in the roundabout. She discussed the RFP process and the artists the City is working with. The City reached out to the Suquamish Tribe and will have a formal press release out to talk about where we are with the art. The artists are working together very cooperatively. A formal press release will be distributed after Friday's meeting with an update on the process.

5. CONSENT AGENDA

Motion: Move to approve Consent Agenda item a.

The items listed are:

- a. Excuse Councilmembers Livdahl, McGinty, and Phillips from January 6, 2021, Council Meeting

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

6. BUSINESS AGENDA

a. **Establish Docket for 2021 Comprehensive Plan Amendments**

Senior Planner Coleman presented the agenda summary, noting the following applications were received and are part of the 2021 Comprehensive Plan Amendment Docket:

- Application No. P-11-17-20-01 | City of Poulsbo Engineering Department | Text Amendment - Changes to Chapter 4, Transportation Policy TR 9-10 to update an existing policy regarding development of the Liberty Bay Waterfront Trail. The update links goals and public access requirements of the Shoreline Master Program with non-motorized policies of the Transportation Chapter.

Councilmember Musgrove asked about the trail to the north of Waterfront Park. The original intention was to have a bridge network in high slope areas, will that eliminate or modify the need for the bridge network. We have held many hearings in the past that had a strong desire for an overwater section, which was approved by the Tribes. He asked if that is still part of what is written into code changes.

Director of Engineering Lenius said the plan does include those elements; however, the environmental process has become more difficult. We must go through a formal consultation process with the federal funding agencies which will extend the length of this process. They included this amendment to keep our options open. If the full boardwalk cannot happen or gets delayed, it allows something smaller to happen in the time frame. It provides additional flexibility.

Councilmember Lord made a clarification on the text policy. The first sentence needs the word "American" in front of Legion Park.

- Application No. P-11-17-20-02 | City of Poulsbo Planning Department | Text Amendment - 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 2020-2026 Capital Improvement Projects.

Motion: Move to approve as modified the 2021 Comprehensive Plan Docket as set forth in the 2021 Comprehensive Plan Amendment Docket staff memo.

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

Motion carried.

b. State of the City Presentation

Mayor Erickson gave the State of the City presentation. Presentation highlights included:

- Social Justice, Equity & Pandemic – How do we make Poulsbo more welcoming, what has occurred with the pandemic and how to move forward, CARES funding, and information flow (how can we do better?).
- Police: Welcoming Chief Harding – department changes; training and policy conversation (40 hours CIT); full-time navigator for Poulsbo; need additional officers, more training, and better equipment.
- Housing, Health, and Human Services – new department, coordinating volunteer response during pandemic, Poulsbo CARES joint program with Poulsbo Fire, affordable housing (Triangle and Klinge properties), Poulsbo Medical Reserve Corp for vaccination programs.
- Parks & Recreation: Mary McCluskey is retiring and Dan Schoonmaker will be the new director; PERC is very pivotal for future recreation opportunities; recreational programming and how it will be different; maintaining our current parks while trying to meet the desire for more; and funding.
- Planning and Economic Development: beginning a new Comprehensive Plan; long range planning (will we be 24,808 in 2050?); buildable lands analysis; code changes (ADUs, tax credits for affordability, density, legislative changes); current housing prices and need for inventory; 803 apartments, 412 single family houses, 2794 people in 3-4 years.
- Engineering & Building: the challenges of infrastructure and construction; Noll Road beginning, including roundabout art discussion; sewer capacity (growth will see increased demand); increased building permits (more staffing); Dogfish Creek (urban flooding and environmentally sensitive grant)
- Public Works: Neighborhood Streets possible new funding source; urban flooding, new equipment needs (solid waste); Fjord & speed bumps.

- Administrative Support: huge demands on IT as we moved virtual; tough budget decisions as revenues changed during the pandemic; administered CARES funding (\$505,000); City Clerks provided social media presence (Poulsbo Cares), greater accessibility to electronic documents and implemented electronic signatures, and increased records requests; Human Resources managed personnel stresses during pandemic, multiple staffing changes and policy adaptation.
- Executive Branch – review of the policy boards and their challenges.

Councilmember McVey asked for an explanation of the navigator program. Mayor Erickson said a navigator is a licensed or trained mental health professional who intervenes with people who are homeless, mental health crisis or drug addiction, and try to navigate them to social services.

Councilmember Musgrove said to get more training for police officers, they need additional officers to cover the shifts while the others go and get their training. Mayor Erickson added that we have 11,500 people living in the city, but 30,000 cars a day that go through our city and 6,300 people coming into our city to work. We have a lot more than 11,500 people in the city, yet we are staffing to that residential level rather than the amount of people who are here.

Councilmember Livdahl said when the term “defund the police” gets thrown around, she doesn’t think people realize how few police officers we have on patrol at any given time. Poulsbo officers also provide service outside of city limits. To reduce our funding would leave only one patrol officer, which isn’t acceptable.

Councilmember McVey asked what the proper timing would be for reviewing accessory dwelling units (ADU). Mayor Erickson said she would like to review it sooner, because it would bring a level of affordability in a quick way. Tax credits for affordability also need to be considered soon.

Councilmember Lord said our Planning Director is aware of the overhaul they could do on the ADU situation. It ties in with the Comp Plan update and population allocation. She trusts the Mayor and staff are working through the process quickly and smartly.

Senior Planner Coleman said what Bremerton’s ADU changes made the more inline with Poulsbo. Poulsbo is progressive; it just hasn’t been used that much. There are a few amendments we could make, like not requiring owner occupied or parking. They are working on a housing action plan, which will provide some recommendation action items to move forward for housing (within the next two months).

Councilmember McVey mentioned the transportation benefit district, \$20 car tabs, would be helpful for raising revenues for neighborhood streets. It would be step in the right direction.

7. COUNCIL COMMITTEE REPORTS

Public Works Committee: Councilmember Lord reported they received a briefing on the county sewer main break on the Brownsville Hwy (emergency authorization of 4,000 linear feet of pipe by the Board of County Commissioners); ADA transition plan survey coming; update on roundabout preparation; Raab caretaker house roof is leaking; Coffee Oasis needs a new roof; reviewed the sewer on-call consultant selection process and the on-call consultant selection process; discussion on roundabout art and platform the art will sit on; the culvert project made the Governor's list of projects for grant funding.

Community Services Committee: Councilmember Lord reported they talked about the Poulsbo Fish Park Phase 4 Project Acceptance (recommend Council acceptance); received a department overview for 2021 (talked about the transition) and biggest challenge is planning with pandemic restrictions; P & R is hiring a part-time programmer; the PERC Steering Committee meets January 28; Rotary is starting a funding raising program for the Raab Park Play for All park (plaques that can be purchased to be imbedded in parks), working on improving Kiwanis park with Kiwanis Club; two openings/3 applications for Parks Commission. They had two seniors high school students attend the meeting, and they will continue to attend.

8. BOARD/COMMISSION REPORTS

Councilmember Musgrove reported from the Business Recovery Task Force that Skyhawk Press has more Poulsbo Strong shirts for sale. The Chamber of Commerce is having their annual online gala on January 21. Jaime Forsyth, WWU Small Business Development Center, is sending out helpful trainings for businesses.

Councilmember Phillips said grades K-2 went back to school this week half days.

Councilmember Stern asked what could happen with the 2nd floor if everything goes well with the Historical Society. Mayor Erickson said they want to use it for a storage area. She said conversations are beginning, it would be an expensive storage space.

9. CONTINUED COMMENTS FROM CITIZENS

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

10. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Lord encouraged everyone to hang in there, be strong, and hopeful.

Councilmember Phillips reminded everyone to shop local.

11. ADJOURNMENT

Motion: Move to adjourn at 8:49 p.m.,

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

Motion carried unanimously.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk