City of Poulsbo
Economic Development Committee
City Hall – 200 NE Moe Street
3rd Floor Conference Room (Held Virtually)

Subject	**Meeting Minutes**	**Date**	**3/24/2021**
Recorder	Jess Rae, Planning Admin Assistant	**Start Time**	3:30 p.m.
Committee Chair	Connie Lord	**End Time**	4:50 p.m.
Committee Members	David Musgrove, Britt Livdahl		
Staff Present	Karla Boughton, PED Director; Nikole Coleman, Senior Planner		
Attendance	Becky Erickson – Mayor Irene Moyer, Kathi Foresee - Chamber of Commerce Joe Morrison – Kitsap Economic Development Alliance (KEDA) Carol Tripp – Port of Poulsbo		

Meeting Video: Video link: https://vimeo.com/540392676 & Videos location: https://cityofpoulsbo.com/poulsbo-city-council/city-council-watch-recorded-city-council-committee-meetings/

No	Topic	Action/Recommendation/Discussion
1.	**Administrative:** Questions & Concerns of the Committee Agenda and Extended Agenda Review Approval of Meeting Minutes 1/27/21 & 2/24/21 Next Meeting: 4/28/2021	☒ Both sets of minutes approved: DM/BL DM mentioned parking; Committee decided to remove from future agenda items list as it is being addressed through Public Works and other channels.
2.	**Public Comment**	None.
3.	**Agenda Items** a. Kitsap Countywide Planning Policies Update (Boughton) b. Planning Fee Schedule Update (Coleman)	☒ Discussed - presentation given by KB (starts 26:30) Updates will be coming to CC in Spring. ☒ Discussed - presentation given by NC. Last increase was 8% in 2019. 2021 proposed 6% inc labor costs. Adding admin clarifications to schedule. Most notable change is Type III appeal to City Council cost is updated to $550 (from $165). Cost to City is > 20k. Planned to bring to CC mid-Apr/early May.
3.	**Committee Reports** Poulsbo Chamber of Commerce (BL) – None. Port of Poulsbo (DM) Carol Tripp notes. Suquamish Tribe – None. Historic Downtown Poulsbo Assoc. (CL) KEDA/PSRC/EDD – KEDA Joe Morrison	Port: Staff mtg tomorrow for Films on the Fjord. Port wants schedule for CC joint meeting (discuss w BE). Boat ramp work should start in next month or so. KEDA: PPP draw/2nd draw, Working Washington R4 Program, Annual KEDA mtg 3/25, 3-430pm. Mayor supports vaccination w/ pins and morale banners.
4.	**Future Agenda Items** Downtown Parking Viking Avenue Update(move to Standing Agenda) Council Goals (retain) Land Use Development Projects Update (move) Tools and Funding Opportunities on Economic Development (retain) Long-Term Strategic Covid-19 Recovery Efforts (move)	Committee restructured Future Agenda Items. DT Parking Agenda Item removed by Committee. Mayor CC (April/May) Staff Committee Committee/Staff

The committee may add and discuss other items not listed on the agenda.

WHEN MEETINGS ARE HELD BY OTHER THAN VIRTUAL MEANS, IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTERSHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT. To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880. Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk at 360.394.9880.

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