



**City of Poulsbo**  
**Economic Development Committee**  
**City Hall – 200 NE Moe Street**  
**2nd Floor Conference Room (Held Virtually)**

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>6/23/2021</b>
<b>Recorder</b>	Jess Rae, Planning Admin Assistant	<b>Start Time</b>	3:30 p.m.
<b>Committee Chair</b>	Connie Lord	<b>End Time</b>	5:00 p.m.
<b>Committee Members</b>	David Musgrove, Britt Livdahl		
<b>Staff Present</b>	Karla Boughton, PED Director; Nikole Coleman, Senior Planner; Marla Powers, Associate Planner		
<b>Attendance</b>	Becky Erickson – Mayor Irene Moyer, Kathi Foresee - Chamber of Commerce Joe Morrison – Kitsap Economic Development Alliance (KEDA) Jamie Green – Port Commissioner, Port of Poulsbo Carol Tripp – Port of Poulsbo Jamie Forsyth – Western Washington University Small Business Development Centers CJ Seitz – WWU SBDC		

**Meeting Video:** [Video hyperlink \(Vimeo\)](#) & Videos location: [Council Committees Video Hyperlink \(City webpage\)](#)

No	Topic	Action/Recommendation/Discussion
1.	<b>Administrative:</b> Questions & Concerns of the Committee Agenda and Extended Agenda Review Next Meeting: 7/28/2021 (Corrected)	<input checked="" type="checkbox"/> Committee Chair Rotation is due, beginning July. DM moved to nominate BL; CL seconded – all in favor. DM requested a resource containing all City-owned property; Mayor stated Finance Department would be able to provide. DM requested additional agenda item, added: 3d (see below).
2.	<b>Public Comment</b>	None.
3.	<b>Agenda Items</b> a. Update on Housing Action Plan b. Update on Nordic Cottages – code revisions necessary c. WWU Small Business Development Center funding d. Request for 100k ARPA funding for PEDD	<input checked="" type="checkbox"/> Discussed - presentation given <input checked="" type="checkbox"/> Discussed – KH Nordic Cottages memo. CL requested current Steering Committee minutes for Committee members & all new henceforth. PEDC discussed multiple way-forward options for Nordic Cottages – change code, new code, develop housing authority – Mayor Erickson has for CC discussion. <input checked="" type="checkbox"/> Discussed – City will revisit WWU SBDC request (10k annual x 3 yrs) during budget planning <input checked="" type="checkbox"/> Discussed – requested Mayor Erickson add as line item for CC - \$100k total through 2025 funding for PEDD’s use as an operating tool.
4.	<b>Standing Agenda &amp; Committee Reports</b> Viking Avenue Update (Mayor Erickson) Long-Term Strategic Covid-19 Recovery Efforts Poulsbo Chamber of Commerce (BL) Port of Poulsbo (DM) Carol Tripp Historic Downtown Poulsbo Assoc. (CL) Suquamish Tribe KEDA/PSRC/EDD – KEDA Joe Morrison	<input checked="" type="checkbox"/> Not Discussed: No Committee reports given.

**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.