



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

Subject	Meeting Minutes	Date	12/15/2021
Recorder	Jess Rae, Planning Admin Assistant	Start Time	3:30 p.m.
Committee Chair	Britt Livdahl	End Time	5:00 p.m.
Committee Members	Connie Lord, David Musgrove		
Staff Present	Karla Boughton, PED Director; Nikole Coleman, Senior Planner		
Attendance	Becky Erickson – Mayor Heather Wright - Incoming Planning Director Kathy Cocus, KEDA Executive Director Kathi Foresee - Chamber of Commerce Executive Director Carol Tripp –Port of Poulsbo		

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

No	Topic	Action/Recommendation/Discussion
1.	Administrative: Questions & Concerns of the Committee Agenda and Extended Agenda Review Approval of Meeting Minutes 10/27/21 Next Meeting: 1/26/2022	<input checked="" type="checkbox"/> None. Add reminder for inclusion statement to agenda. <input checked="" type="checkbox"/> DM/CL <input checked="" type="checkbox"/> Minutes approved: CL/DM <input checked="" type="checkbox"/>
Poulsbo is committed to being a welcoming, diverse, and equitable community where all people can access tools and opportunities to improve their quality of life, allowing them to reach their full potential. During its meetings, the Poulsbo City Council will use this lens to inclusively view its discussions and actions.		
2.	Public Comment	None.
3.	Agenda Items a. PED Department 2021 Wrap Up, Transitions, and Comp Plan Update 2022 Work Plan Update	<input checked="" type="checkbox"/> Discussed. KB discussed department staffing changes and welcomed new Director Heather Wright. KB presented Comprehensive Plan foundational work 2021. BE requested Grette BAS gap analysis.
4.	Standing Agenda & Committee Reports 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)	<input checked="" type="checkbox"/> Discussed. VAU: No Updates from Mayor Erickson LTCovid-19: No Updates CC: KF comments, Monday opening the doors on Jensen in Poulsbo, some events coming up. Luncheon in Jan and Gala in Feb. PP: Carol Tripp summarized breakwater; packet goes out soon. Bids open Feb 4 th and award will be given shortly after. No in water work. Refurbishing floats, etc. Moorage slips described and floating restroom as well as Tribal FLUPSY. Bids will determine what this looks like. They will begin once the Fish Window (In water work) will open AUG, adjust breakwater and then remove the old one.

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	<p>Suquamish Tribe</p> <p>KEDA/PSRC/EDD – KEDA – Kathy Cocus</p>	<p>HDP: CL commented, Planning and social media going well. Functioning well and staying on point. DM Commented, Some new businesses and appointed some new board members.</p> <p>ST: No Updates.</p> <p>KEDA: KC commented, Social Media and online shop going very well. Shop and spend Kitsap website. Local shopping during the season going well.</p> <p>Adjourned 4:46 p.m.</p>
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Future Agenda Items		
1.	Committee Review for Targeting of Council Goals	Committee
2.	Tools and Funding Opportunities on Economic Development	Committee / Upcoming

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.