

## POULSBO CITY COUNCIL MEETING OF AUGUST 10, 2022

### MINUTES

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

**Staff:** City Clerk Fernandez, Finance Director Booher, Police Chief Harding, Parks & Recreation Director Schoonmaker, Planning and Economic Development Director Wright

**ABSENT:** Councilmember McVey and McGinty

### MAJOR BUSINESS ITEMS

- \* \* \* Excuse Absence for Councilmember Stern
- \* \* \* Related Fees for Park Land Transfer, BA #22-0304
- \* \* \* Public Hearing on Stormwater Vaults as Parks Code Amendment, Ordinance
- \* \* \* BA #22-0301

#### 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

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

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

Motion carried unanimously.

#### 3. COMMENTS FROM CITIZENS

Bill Austin shared his vision for Lindvig Bridge and how to improve the way it looks.

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

Councilmember Phillips said school starts August 29.

Councilmember Musgrove said the last concert at the waterfront park is this Tuesday at 6:30 p.m. He said the first pre-season Seahawks game is this Saturday.

Councilmember Lord encouraged everyone to enjoy the pleasant weather we have right now and stay safe.

Councilmember Stern noted the passing of Sandy Church and shared his legacy. He attended the Chamber Luncheon this afternoon and the Mayor gave a State of the City presentation and did a great job. He said Chamber Director/Chair of Viking Fest Kathy Forsee, shared that Viking Fest this year was such a success that they are not coming in for any lodging tax money requests this year. They raised enough money this year to put on the event and provide the scholarships for students. The Lodging Tax Advisory Committee meet August 29; the applications were due last Friday. In mid-August, they are going to review with all current recipients to review their progress and help fine tune anything that needs assistance.

Mayor Erickson said the NK Vikings will playing on Lumen Field. She thanked the Council and staff for a really good retreat. She will be bringing forward motions for two items from the retreat: the city administrator and the council committee restructure. She also noted the department budgets won't be presented in committee this month but will be the first thing to be discussed in the workshops in September. She noted she had talked to Bill Austin about his proposed design for Lindvig. He is serious about doing the project, but she told him we don't have a lot of funding.

**a. Department Head Reports**

None.

**5. CONSENT AGENDA**

**Motion:** Move to approve Consent Agenda items a and b.

The items listed are:

- a. Excuse Absences for Councilmember Stern**
- b. Related Fees for Park Land Transfer, BA #22-0304**

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

**6. BUSINESS AGENDA**

**a. Public Hearing on Stormwater Vaults as Parks Code Amendment, Ordinance No. 2022-10**

Planning and Economic Development Director Wright introduced a public hearing for amendments to the Poulsbo Municipal Code regarding the use of stormwater vaults as parks. The Poulsbo Municipal Code allows Planned Residential Development (PRD's) that provide active recreational amenities on a stormwater vault to count the

area towards the total open space requirement. Common open space and other appropriate beneficial features are required for all PRD's and vary depending on the number of units or average lot size.

With the proposed text amendment, larger stormwater vaults with active recreational amenities may also serve as a community park, rather than be limited to the residents within the PRD. In addition, they may be required to provide amenities such as lighting, parking, signage and landscaping, depending on their location. Smaller stormwater vaults with an amenity will continue to benefit the residents of the PRD.

This text amendment has been discussed with the Planning Commission four times since April 4, 2022, and the Planning and Economic Development Committee was briefed on this amendment before and after the Planning Commissions first and last deliberations on the topic. Furthermore, the Parks and Recreation Director, Public Works Superintendent and Mayor have been engaged in these discussions.

Councilmember Musgrove asked how many of these quarter-acre-plus parks we are looking at becoming reality in the next ten years, and the costs for maintaining these parks.

Planning & Economic Development Director Wright said there are four stormwater vaults in the city that have been constructed and only one that would meet the requirements. Going forward, she can't say how many there will be, but it allowed by the decision of the department in conjunction with the Parks Department and working with Public Works to determine if we have the staff to maintain it. If we chose not to have it be a community park, it would be stormwater vault with an amenity on it that would just serve the PRD.

Councilmember Musgrove asked if they had an estimate of what it would take to maintain a quarter-acre park. Public Works Superintendent Lund said they did not have an estimate, and added every project is going to be different. If we are going to have an amenity like a playground structure or pickle ball court, we have to make sure the design still allows access to the vault. The maintenance to the park will be minimal, he has no costs associated with it, but they have to maintain it regardless if it is a city gravel lot or a park, as it is a City property.

Councilmember Stern asked if these would be city-wide use or just available to the community, and would the HOA have the ability to say they don't want it to be a city-

wide park. Planning & Economic Development Director Wright said the use of the park would be determined during the land-use review phase before anyone lives in the community. The legal descriptions would describe ownership and who maintains them.

Councilmember Livdahl said the City already takes on the ownership of the pond, we are just trying to make it open to all of our citizens. It isn't any new responsibility, just if there is an amenity that will be available for use.

Councilmember Lord asked if there is any leeway where if we could find grant money to rehab an existing vault and make it into park land (College Marketplace and Noll Road). Public Works Superintendent Lund said those are ponds, not vaults, and would be very expensive to make a concrete vault.

Councilmember Musgrove said to item 2b, it sounds like if it doesn't qualify, then it is owned and maintained by the HOA. Planning & Economic Development Director Wright said the HOA would own and maintain the amenity, we would maintain the vault.

At 7:36 p.m., Mayor Erickson opened the public hearing for citizen comment, and receiving no comments, closed the public hearing.

**Motion:** Move to approve the stormwater vaults as parks text amendment as recommended for approval by the Planning Commission and as included in Attachment A of the Ordinance.

**Action: Moved by** Phillips, **Seconded by** Livdahl.

Motion carried unanimously.

## 7. COUNCIL COMMITTEE REPORTS

Community Services Committee: Councilmember Phillips reported there are eight special events that will be added to the community calendar; they talked about acquiring some DNR property by Snyder Field; they received a report on the cost to repair the boardwalk; received a PERC update with a scaled down version coming forward in the future; and received an update on the Troll.

Housing, Health, and Human Services Committee: Councilmember Livdahl reported they had cooling centers at City Hall during the heatwave, but they were not well attended. In the future, we can support the other locations that had better attendance. They received a CARES funding update (we helped Central Kitsap Fire to start their own CARES unit).

Basic Crisis Intervention Training happened for Fire and EMS – they had the first one in Washington and it was very successful. We received a mid-year report on the affordable housing revenue (\$436K up to now from the inception, and the current balance is \$358K). They had a setback with the expansion for the CARES program. They were able to hire a second social worker in August, but the request for the union to approve a part-time firefighter to assist the social worker was not approved. They received a Nordic Cottage update (we have gone back to the drawing table with the design, there is a desire for the housing to serve seniors and disabled population as the focus and having two-bedroom units would not allow for HUD vouchers. The architect is redesigning it. There will be two cottages with four one bedroom units). They received an update from Fishline (they provided counseling with our help and funding from other places in 2021 in response to the pandemic and they came to us asking for more help – but we declined based on their finances). Councilmember Stern said he talked with Lori Maxim at the Chamber lunch, and he offered to have her come to FAC. Mayor Erickson said she has an appointment with her and will discuss this with her.

Public Works Committee: Councilmember Lord reported they had an announcement that Josh Raney will be our new City Engineer effective August 16. They will start recruitment of a lower level engineer. Paving is done at the roundabout and the downtown safety project on Front Street will open back up by Friday next week. They reviewed an ILA renewal for the Westsound Stormwater Outreach with Kitsap County and received a right-of-way procedures update. They received an update on 9<sup>th</sup> Avenue traffic (they did traffic studies and have done some lane narrowing). The traffic data shows it is within our parameters. They will put a temporary speed radar sign there for a couple weeks (a budget amendment will be needed). The Mayor suggested the citizens forming their own LID. They had a presentation on the Klinge house demo – public works will do the work. Finally, they recommended an approval of a budget amendment for an ADA grant.

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

Councilmember Stern said at the Public Works Board he is now the chair of the broadband committee just in time for \$1BB of federal funding coming into the State of Washington.

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

Rick Eckert said school is almost back in session. He hopes the pavement project at Caldart and Hostmark will be done before school starts. He said with the Nordic Cottages, if you are trying to serve primarily seniors and disabled citizens, he said they need to try to maximize the one-bedrooms on the ground floor and open up the second floor units to others.

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

Councilmember Musgrove asked everyone to be kind, caring and considerate.

Councilmember Lord encouraged everyone to enjoy the weather.

## 11. ADJOURNMENT

**Motion:** Move to adjourn at 8:07 p.m.,

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

Motion carried unanimously.

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Rebecca Erickson, Mayor

ATTEST:

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Rhiannon Fernandez, CMC, City Clerk