

## POULSBO CITY COUNCIL MEETING OF FEBRUARY 8, 2023

### MINUTES

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

**Staff:** City Clerk Fernandez, Assistant City Administrator Booher, Housing, Health & Human Services Director Hendrickson, Police Chief Harding, Parks & Recreation Director Ozimek, Public Works Director Lenius, City Engineer Ranes, Transportation Engineer Bateman.

### MAJOR BUSINESS ITEMS

- \* \* \* November 2, 2022, City Council Special Meeting Minutes
- \* \* \* PC Transaction and Expenditure Report
- \* \* \* Resolution No. 2023-01, Salary & Wages Update
- \* \* \* BA#23-0104, WCIA Funds for Vehicle Repairs
- \* \* \* Ordinance No. 2023-02, Fireworks Update

### WORKSHOP ITEMS

- \* \* \* NKTA & Puget Sound to Pacific Coalition Presentation – RAISE Grant Project
- \* \* \* Special Events – February and March 2023
- \* \* \* ARPA (Treasury Fund Update)
- \* \* \* BA#23-0105 Police Vehicle Repairs
- \* \* \* ILA with Kitsap County for RMS Replacement Project – Citizens Portal and BA#23-0106
- \* \* \* Housing, Health & Human Services Update
- \* \* \* ILA with Central Kitsap Fire & Rescue for CK Fire CARES
- \* \* \* ILA with Poulsbo Fire for Poulsbo Fire CARES

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the virtual meeting to order at 5:00 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** McGinty.  
Motion carried unanimously.

### 3. COMMENTS FROM CITIZENS

Lori Cloutier spoke regarding Rotary's Trash Talk Task Force and their accomplishments.

Linda Berry-Maraist said they walked along the Noll Road Corridor project and saw the amazing work Poulsbo has done. She thanked everyone for their work.

Don Willott, Vice President of the STO for NK Trails Association, spoke regarding how amazing it has been to work with the City of Poulsbo on the Noll Road project.

Carolynn Zimmers suggested Poulsbo do the community reading events focused on race, equity, and inclusion and thanked Councilmember Stern for attending the town hall on Tuesday night.

Pam Keeley read an email from Shannon Johnson, a Poulsbo Middle School parent.

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

Councilmember Musgrove said this Sunday they will be taking down the holiday lights downtown and welcomed volunteers to join.

Councilmember McGinty welcomed Linda Berry Maraist, it has been a long time since they have seen her.

Councilmember Lord said it is nice to see everyone attending and appreciated all the citizen comments. She would like a briefing of what happened at the middle school.

Councilmember McVey said the prospective candidate info session is scheduled for Saturday, March 25 at 9:00 a.m.

Councilmember Stern gave a shout out to Lori, Rotary is very proud of the trash committee.

##### **a. Department Head Reports**

Parks & Recreation Director Ozimek said they have received positive feedback for the Hearts in the Park program; they are putting together a seniors Valentines Day lunch potluck; and the City has been awarded Tree City for the 26<sup>th</sup> year.

Mayor Erickson said the parking committee meets tomorrow at 5:00 p.m. She also attended a Health District meeting today and reviewed ten proposals to do an analysis of health care services in Kitsap County.

#### **5. CONSENT AGENDA**

**Motion:** Move to approve Consent Agenda items a through d.

The items listed are:

- a.** November 2, 2022, City Council Special Meeting Minutes
- b.** PC Transaction and Expenditure Report
- c.** Resolution No. 2023-01, Salary & Wages Update
- d.** BA#23-0104, WCIA Funds for Vehicle Repairs

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

## **6. BUSINESS AGENDA**

### **a. Adoption of Ordinance No. 2023-02, Fireworks Update**

Mayor Erickson presented the agenda summary, noting At the October 18, 2022, Council Workshop, the council discussed two options for amending the Fireworks code: 1) one changing the days that fireworks can be discharged to be in alignment with Kitsap County for the 4th of July holiday, and 2) a full fireworks ban. At the January 18, 2023, Council Workshop, the Council concurred with moving forward with option 1, changing the dates and times that fireworks can be discharged to align with Kitsap County:

- Reduced days and times for July 4 holiday: 11:00 a.m. to 11:00 p.m. on July 4
- Remove New Year's Eve dates and times: Kitsap County does not allow discharge on this date.

The ordinance has been approved to form by the City Attorney and will take effect 365 days from adoption.

Councilmember Stern agreed with the recommendation, and asked if they ever do consider a ban, it is in conjunction with a community fireworks event on July 4.

Councilmember McVey notes this change will reduce the number of days fireworks can be discharged from eight days to one day.

Councilmember Lord said it is sensible to be in line with Kitsap County and notes it will not take effect until 2024. This year is not affected.

Councilmember Musgrove said matching up with the County seems logical. This gives them time to look at an enforcement plan and penalties.

**Motion:** Move to approve Ordinance No. 2023-02, and ordinance of the City of Poulsbo, Washington, amending subsection 8.2.265 (B) of the Poulsbo Municipal Code in order to change the days fireworks can be discharged, providing for severability, and establishing an effective date.

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

Motion carried unanimously.

At 5:34 p.m., Mayor Erickson recessed the meeting for a break.

At 5:40 p.m., Mayor Erickson reconvened the meeting.

## **7. WORKSHOP AGENDA**

### **a. Questions and Concerns of the Council**

Councilmember McVey said he did not attend the town hall last night regarding the school district. He thinks the Council should re-enforce that Spanish speaking families are welcome in Poulsbo, and they are an important part of our community.

Councilmember Phillips said it looks like they are pouring the casts for the side of the roundabout and the concrete walls are going up.

Councilmember Musgrove said he goes to the roundabout with his grandson often, and it is great to see the progress.

Councilmember Lord said Kitsap County is doing the bridge maintenance for Agate Pass Bridge next week.

Councilmember McVey would like an email address set up for the parking committee.

### **b. Board, Commission & Outside Agency Reports**

Councilmember Stern reported on the Kitsap Transit board meeting and the decision to reinstate Sunday bus service on a limited basis. Mayor Erickson said it will be a hybrid of some fixed routes and a dial-a-ride service.

Councilmember Stern reported KRCC discussed housing allocations. They had two Department of Commerce staff present and they discussed HB1220 and how it impacts our planning documents.

### **RAISE Grant**

Barb Trafton, Linda Berry-Maraist, and Steve Durrant presented the NKTA & Puget Sound to Pacific Coast Coalition Presentation – RAISE Grant Project and asked for Council support.

Mayor Erickson said staff's time is very constricted at this time, and she could see a letter of support right now. She doesn't know enough about the application to support being co-applicant at this time.

Public Works Director Lenius said the Noll Corridor piece is funded. A looped community connection through the City would be valuable for the City. It would only be for the feasibility and design stage. It is too vague to scope a dollar value. It does provide some energy to the Kitsap County portion. We are looking at 200 miles of spine and community connections, and the piece in Poulsbo is very small in comparison to the needs of the entire trail. This group will have to create a steering committee and TAC advisory committee. Lemolo is primarily located in Kitsap County. In terms of the risk of a letter or a co-application is there is always the opportunity to back out on grants. The letter doesn't commit you to the grant until you sign the paperwork, and there is still a lot of work to be done. She recommends a letter of support at this time.

After discussion, the Council asked the Mayor to confer further with staff and if they change their recommendation to schedule a special meeting.

### **c. Special Events – February and March 2023**

Parks & Recreation Director Ozimek reviewed the special event applications for February and March 2023: Viking Bonfire – Valisblot and Poulsbo Beer Run – St. Patty's Day.

### **d. ARPA (Treasury Fund Update)**

Assistant City Administrator Booher reviewed the American Rescue Plan Act funds received and expended by the City of Poulsbo through 12/31/2022.

**e. BA#23-0105 Police Vehicle Repairs**

Police Chief Harding presented the agenda summary, noting in early January of this year, we had two police vehicles damaged in two separate incidents in which repairs to the vehicle were necessary. One was a 2012 Chevy Tahoe and the other was a 2017 Ford Explorer. These two vehicles have been repaired and the city has received financial recovery (less the deductible) through our WCIA Insurance. This budget amendment will be to recognize the insurance monies received and the offsetting expenses for repairs to both vehicles in the total amount of \$10,087.66.

The Council agreed to recommend moving this to the March 1, 2023, consent agenda.

**f. ILA with Kitsap County for RMS Replacement Project – Citizens Portal and BA#23-0106**

Police Chief Harding presented the agenda summary, noting the Poulsbo Police Department is in the middle of a multi-agency multi-year project to replace our aging Records Management System. Our budgeted portion for this project was previously established and approved by Council at \$155,000. We are currently in the configuration phase and all agencies are now adding a "Citizens Portal" function to the software which was previously not included. The addition of this portal will provide us an interactive tool available through our website which will provide crime mapping statistics, enhance reportability, and enable greater transparency. In addition to the budget amendment to cover the additional cost to the project in the amount of \$5,856; they requested Council authorization for the Mayor to sign the corresponding ILA.

The Council agreed to recommend moving this to the March 1, 2023, consent agenda.

**g. Housing, Health & Human Services Update**

Housing, Health & Human Services Director Hendrickson gave a quarterly update on the department. Presentation highlights included: what Housing, Health, and Human Services focuses on; ongoing efforts; partnerships; 2023 goals; Q1 2023 Report; and upcoming agenda items.

**h. ILA with Central Kitsap Fire & Rescue for CK Fire CARES**

Housing, Health & Human Services Director Hendrickson presented the agenda summary for an interlocal agreement with Central Kitsap Fire & Rescue for CK Fire CARES.

Councilmember Musgrove asked how the department's staff time was offset by the agreement. Housing, Health, and Human Services Director Hendrickson said they received a grant, which provides compensation for administrative costs and staff costs for the person that is provided.

The Council recommended moving this to the March 1, 2023, consent agenda.

**i. ILA with Poulsbo Fire for Poulsbo Fire CARES**

Housing, Health & Human Services Director Hendrickson presented the agenda summary regarding a revised interlocal agreement with Poulsbo Fire for 2023 Poulsbo Fire CARES services.

The Council agreed to recommend moving this to the March 1, 2023, consent agenda.

**j. Future Agenda Items Discussion**

Councilmember Phillips requested the marijuana zoning discussion and July 4 fireworks to be added.

Councilmember McVey would like to invite the PERC Steering Committee about the latest PERC proposal, and enforcement and penalty strategies for fireworks.

Councilmember Lord asked for a Nordic Cottage discussion after the application from HUD is received back.

Councilmember Stern said he was pleased with the new format/structure of the meeting. He would like to see revolving department reports.

Councilmember Lord said after reviewing the large list of future agenda items, she is disinclined to provide anything more than a letter of support for the RAISE grant application presented tonight. Councilmember Livdahl thinks the RAISE grant may be

an opportunity that we might regret not going for. There may be options for casual labor consulting outside help. It's a huge funding opportunity.

## 8. CONTINUED COMMENTS FROM CITIZENS

Rick Eckert discussed traffic patterns changing and expressed concern about adding more traffic (bicyclists and out of towners).

## 9. MAYOR & COUNCILMEMBER COMMENTS

Councilmember McVey said its auction and gala time for many non-profit organizations. The Jewel Box Theater Gala and Auction is March 11.

Councilmember Stern gave an update on LTAC and a joint marketing meeting that was held.

Councilmember Livdahl said February is Black History Month and shared a book called "Black Enough." It's an anthology of stories. Councilmember McVey said he is planning on calling together a meeting for a community book read. He thinks they should do it separately from Bainbridge Island.

## 10. EXECUTIVE SESSION

**Motion:** Move to adjourn to executive session,

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

Motion carried unanimously.

7:38 p.m., Mayor Erickson recessed the meeting into a 10-minute executive session to discuss real estate matters per RCW 42.30.110(1)(b).

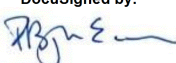
No action was taken.

At 7:48 p.m., Mayor Erickson recessed the meeting into a 10-minute executive session to discuss personnel matters per RCW 42.30.110(1)(g).

No action was taken.

## 11. ADJOURNMENT

At 7:58 p.m., Mayor Erickson adjourned the meeting.

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Rebecca Erickson, Mayor

ATTEST:

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Rhiannon Fernandez, CMC, City Clerk