

## POULSBO CITY COUNCIL MEETING OF MARCH 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 and Recreation Director Ozimek, Public Works Director Lenius, City Engineer Ranes

### MAJOR BUSINESS ITEMS

- \* \* \* State of the City
- \* \* \* Westside Well Project Update and Generator Change Order
- \* \* \* December 2022 Disbursements
- \* \* \* January 2023 Disbursements
- \* \* \* Extension of Kitsap Homes of Compassion Agreement for Deeply Affordable Rentals
- \* \* \* Expansion of Believe in Recovery Agreement for Substance Use Disorder Services
- \* \* \* BA #23-0107 Use of Force Legislative Funding for Training
- \* \* \* Donation: Building Materials for Fish Park Improvements

### WORKSHOP ITEMS

- \* \* \* Engineering Department Vehicle Repairs Budget Amendment
- \* \* \* Transportation Functional Plan Update Consultant Contract
- \* \* \* Senior CARES Program Update and Budget Request
- \* \* \* Cold Weather Shelter Update
- \* \* \* Presentation: 2023 Sponsorship Opportunities Package
- \* \* \* Future Agenda Items Discussion

### 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 stands.

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

Motion carried unanimously.

### 3. COMMENTS FROM CITIZENS

Joan Hett spoke regarding her disappointment of an elected official's comments about Mr. Nordlie, who has stepped down from Fish Park leadership.

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

Councilmember Livdahl wished everyone a Happy International Women's Day, and especially to our incredibly talented, hardworking women who staff the City of Poulsbo and keep our town running.

Councilmember Lord is distressed with Joan's comment. Mr. Nordlie has been a gem of a volunteer for this city as long as she has been on the Council. His leadership is incredible. She is sorrowful he felt he needed to resign.

Councilmember Musgrove asked Joan to keep them in the loop with Mr. Nordlie's situation. Tomorrow is Poulsbo Historical Society's free community dance party 6-8 p.m. at Western Red Brewery. On Saturday, 23<sup>rd</sup> Legislative District will be holding a Town Hall at Bainbridge Island City Hall. The Historical Society Codfish dinner is coming in April (you have to register online by March 15 if you plan on attending).

Councilmember Stern said he was shocked to hear about Mr. Nordlie. He shared his condolences to the family of John Armstrong, who recently passed away. He will be missed.

Mayor Erickson shared a newspaper article from Yakima regarding state troopers trying to stop a car four different times. It did not meet the standards presently under law, they were unable to stop the car traveling 110-120 mph. The vehicle entered the highway the wrong way, and collided with a car, killing two kids. This happened five days ago, and there hasn't been any press over here. The pursuit law needs to change. Right now, they need reasonable suspicion of a felony or violent crime to pursue a vehicle.

Chief Harding said a new version just passed would also include DUIs and assaults related to domestic violence, and it only passed the Senate. He shared the difference between probable cause versus reasonable suspicion. This would not allow pulling over cars that are possibly stolen, or cars speeding 110 mph.

##### **a. State of the City**

Mayor Erickson gave the State of the City presentation.

##### **b. Department Head Reports**

Public Works Director Lenius gave an update on the Jensen & Iverson intersection, reviewing crash data, issues with the post office, and solutions for the near term and long term.

IT Manager Williamson updated the Council on the multifactor authentication that will be required soon. Discussion was held regarding using the system and how it will work.

Planning & Economic Development Director Wright gave an update on HB 1650. It is in rules and there should be an update tomorrow because action should be taken by 5:00 p.m. today.

Parks & Recreation Director Ozimek shared 54 cadets from the Washington Trail Academy will be doing work on March 10, 9:00 a.m.-3:30 p.m. He reported they are nearing the end of their basketball season. They had 72 more teams than they had last year. The Raab Park P-Patch has eleven spots open, and they are calling people on the wait list. The Family Fairytale Formal is happening next weekend at Kingston Middle School (formerly the Daddy-Daughter Dance). He thanked Poulsbo Kiwanis and Kingston Kiwanis clubs for their sponsorship of the event.

## 5. CONSENT AGENDA

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

The items listed are:

- a. Westside Well Project Update and Generator Change Order
- b. December 2022 Disbursements
- c. January 2023 Disbursements
- d. Extension of Kitsap Homes of Compassion Agreement for Deeply Affordable Rentals
- e. Expansion of Believe in Recovery Agreement for Substance Use Disorder Services
- f. BA #23-0107 Use of Force Legislative Funding for Training
- g. Donation: Building Materials for Fish Park Improvements

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

## 6. BUSINESS AGENDA - None.

At 6:24 p.m., Mayor Erickson recessed the meeting for a ten-minute break.

At 6:35 p.m., Mayor Erickson reconvened the meeting.

## 7. WORKSHOP AGENDA

### a. Questions and Concerns of the Council

Councilmember McVey noted an action to promote residential development in downtown Poulsbo was to allow for the first floor to be built to commercial standards but could be rented out as residential spaces to jumpstart additional housing and get vacant lots developed. They need to watch pedestrian traffic patterns. There won't be businesses on the first floor, but residences, and may not encourage pedestrians to continue to walk along that path to the other businesses. He would like this as a placeholder to watch in the future.

Councilmember Livdahl said the stigma around cannabis is deeply entrenched in racism, and that was very intentional and progressed during the war on drugs. There are a ton of scholarly articles, and she will share a paper written in 1999 by the Justice Department.

Councilmember Phillips asked about the stances of Representatives Simmons and Hansen on the pursuit bill. Mayor Erickson said Rep. Simmons voted against it and Rep. Hansen was absent. Councilmember McGinty asked if they could join a future council meeting via Zoom.

Councilmember Stern said he will be in Olympia, and he has a one-on-one with Rep. Simmons. He can talk to her on behalf of the City of Poulsbo while down there. Councilmember Stern asked if we thought about clearly marking bike lanes (like Bremerton is painting the lanes green).

Councilmember McGinty supports Councilmember McVey's comments and would like to review it as soon as they can.

Councilmember Lord would like to lean on our federal representatives to get the post office to move. Mayor Erickson said she has talked to Congressman Kilmer repeatedly, and it hasn't worked.

Councilmember Musgrove realizes the zoning bill didn't capture the City due to our population, but asked what the population number was, and if we needed to be concerned about it in the future. Mayor Erickson said it was 25,000 population. But at the rate we have been growing, we need to be concerned about it. We could hit that number in 15 years perhaps. Councilmember Musgrove said we should object just on basic principle, and we need reform to current regulations, rather than adding more regulations that will add another layer that is not good.

Councilmember Musgrove said the committee as a whole experiment has been working well, but he feels they need to work on the experiment. He feels they are missing a lot of things. The comp plan is an example, where they would have been getting updates monthly on that project. There were 30 hours a month that has been shrunk down to 9 hours, and they need to discuss this at a future workshop.

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

None.

**c. Engineering Department Vehicle Repairs Budget Amendment**

Public Works Director Lenius presented the agenda summary noting the Engineering Department's Ford Escape was damaged during the winter ice storm. Due to the vehicles' age (2007), collision coverage was no longer in place. The Engineering Department is responsible to cover the costs of the repairs. The repair costs are outside of the Department budget and a budget amendment is needed for the repairs. Director Lenius recommended moving the budget amendment for the Engineering Escape repair costs to City Council consent agenda on 3/15/23 for approval.

Councilmember Musgrove asked if it was better to sell this vehicle and buy a new one. Public Works Director Lenius said they use this vehicle for engineers and inspectors, and based on the fleet, it is one of the better vehicles. They would like to keep this vehicle.

Mayor Erickson said this would be put on next week's consent agenda for approval.

**d. Transportation Functional Plan Update Consultant Contract**

City Engineer Raney presented the agenda item, noting that the City is in the process of updating the functional plans for the City Comprehensive Plan in 2024. The Transportation Functional Plan is one of the elements that needs to be updated to be included in the Comp Plan in 2024. Parametrix will be assisting the City in this update effort. Some elements they will address is inventory and modeling of existing conditions, review and update of City policies and evaluating the future transportation system needs. Parametrix has an estimated budget of \$95,432 which is within the approved project budget of \$125,000.

Councilmember McGinty asked if impacts from population allocation will impact the study. Raney said they will look at the population growth, as well as the SR305 study and populations that may occur along that corridor.

Councilmember Lord asked if Bond Road/305 intersection (Kitsap Public Works Yard) will be considered for improvement. Raney said as part of the SR-305 corridor study, they specifically asked them to look at that area, and the overall transportation plan will look at that area for intersection improvements. Hopefully they will be able to identify improvements and through Complete Streets they are looking at the 305 corridor. Public Works Director Lenius said they are doing it differently than in the past,

but because of the legislature's decision to include Complete Streets in WSDOT projects, they are including it differently because of that decision. Councilmember Lord said it is an opportunity they want to keep on their radar.

Councilmember Musgrove asked if staff is coordinating involvement with Kitsap Transit for more bus stops moving forward as part of the plan. He heard parking is dependent on public transportation. Lacking a robust transportation system, we are stuck having to provide suitable parking. With all that interrelationship, how does the planning address the transportation element. Raney said as part of the requirements from PSRC, they are required to coordinate with Kitsap Transit.

Councilmember McVey said NKSD is looking at building at least one new school in the future, would that be included in the plan, is this an opportunity to look at pedestrian motor vehicle hotspots, and would we try to help on analyzing the number EV charging stations by a certain date. Raney said the school district has come up and they will consider it when going forward (he is not sure if it will be subject matter in the plan), the pedestrian/bicyclists is one of goals of the Complete Streets plan they are concurrently working on, and right now Parametrix is not addressing EV charging stations in the transportation plan.

Councilmember Stern asked how bicycle pathways would be incorporated, and as the roundabout opens, he wondered how the traffic increases will be monitored up Noll and down Lemolo. Raney said the Complete Streets Plan will look at narrowing lanes and adding bike lanes, and for Johnson Parkway, they have done some existing tracking and traffic counts up on Noll Road to get pre-opening data that they will compare to data once it opens.

Mayor Erickson said this will come forward next week for Council approval.

**e. Senior CARES Program Update and Budget Request**

Housing, Health & Human Services Director Hendrickson presented the agenda summary, noting that the City of Poulsbo Senior CARES Program connects volunteers to seniors in the Poulsbo area who might benefit from friendly weekly phone conversations. There are currently 20 volunteers signed up to participate in the program, with five who have passed the required background check and training. Referrals are being accepted from Poulsbo Fire CARES, Fishline, and Aging and Long-Term Care. Director Hendrickson provided an update about the program, including its 2023 budget needs of approximately \$2500 to provide phone lines for volunteers and cover the cost of background checks, and recommended a source of funding be identified for the 2023 Senior CARES Program and move to consent at the next City Council meeting.

Councilmember Phillips asked if we have ever asked for phones to be donated. Housing, Health, and Human Services Director Hendrickson likes that idea, but she wants to start now, so she would keep the number low, and look for donations in the future.

Mayor Erickson said a budget amendment will be coming forward for approval at next week's council meeting.

**f. Cold Weather Shelter Update**

Housing, Health & Human Services Director Hendrickson provided an update, noting Kitsap County and the Kitsap County Department of Emergency Management manage cold weather shelters throughout the County. The cold weather shelter in Poulsbo is located at Gateway Fellowship. Since 2017, Gateway has opened its doors to people in need of shelter and volunteers have given their time to staff this shelter overnight. During the 2022-2023 winter season, Health and Human Services actively supported the County shelter at Gateway. Housing, Health, and Human Services Director Hendrickson served as the shelter volunteer coordinator and used the City's affordable housing fund to purchase shelter supplies, provide emergency staff, and cover the cost of hotel rooms in extenuating situations. The total number of nights the shelter was open was 40, serving 126 stays (averaging 3-4 people per night). They used \$4,300 to support the shelter. She provided takeaways for operating a shelter next season: 1) we need an overnight shelter, 2) volunteers and Gateway are remarkable and the hours are grueling, 3) shelters are serving populations with drug addiction and mental illness and volunteers cannot take on the risk of working with these populations, 4) while she is grateful for the county for their support, but the City may need to create their own rules for operating a shelter and the need for flexibility, and 5) needing security and safety protocols in place.

Mayor Erickson asked why we need to follow the County guidelines. Housing, Health, and Human Services Director Hendrickson said their insurance of the program is very important.

Councilmember Musgrove asked if there was a state level for coverage of this activity. Mayor Erickson said she does not know.

Councilmember McVey asked beside the insurance and coordination of when the shelter is open, what else does the County provide. Housing, Health, and Human Services Director Hendrickson said they played a larger role in the past, but her experience this season, they don't even buy band-aids. We had volunteer and employees buying supplies, and the City helped Gateway pay for cots.

Councilmember Phillips said Fishline has the portable showers, and in his military days, they had portable living facilities that were bunkbeds and trailers. Is there a partnership they could do with Fishline since they are connected with services. Housing, Health, and Human Services Director Hendrickson said they have a meeting tomorrow with other non-profit providers. The services are at Fishline, so putting people closer to where they could get the assistance they need is worth exploring.

Councilmember Lord asked how homeless people find cold weather shelters. Housing, Health, and Human Services Director Hendrickson said they get there mostly by bus. Being close to a bus line is key. Others arrive by foot or by car.

**g. Presentation: 2023 Sponsorship Opportunities Package**

Parks & Recreation Director Ozimek presented the agenda summary and Final 2023 Sponsorship Opportunities Package, noting the newly developed 2023 Sponsorship Opportunities package for City-run special events. The presentation outlined the benefits of implementing a market-researched sponsorship opportunities package, the added value proposition for sponsors and the City, and how the estimated increased funding would be utilized to elevate community events.

Councilmember McVey said he likes the deliberate approach to sponsorship. He thinks the sponsorship levels are just about right.

Councilmember Lord loves his enthusiasm. She will do whatever she can to support.

Councilmember Musgrove is excited and pleased. He knows Parks & Recreation had this intention for a long time. He is looking forward with how they deal with the response to it.

Councilmember Phillips said getting sponsorships for the Fourth of July fireworks would be key if they City is willing to do it. It would be good to start planning for 2024.



Councilmember McGinty said it is great to formalize this process.

#### **h. Future Agenda Items Discussion**

Councilmember Phillips asked about the Art Committee to identify things in the city and getting a budget attached to it.

Councilmember Musgrove would like one workshop each month to review how the committee of the whole is going on. He would like to have Questions and Concerns at the beginning and end of the workshop. Mayor Erickson suggested having the department head comments at the beginning of the workshop, instead of the during the business agenda.

### **8. CONTINUED COMMENTS FROM CITIZENS**

Rick Eckert said the VFW is doing a Memorial Day Observance. He said the School District meeting tomorrow night is a government-to-government update with Port Gamble S'Klallam Tribe and a significant capital project update. It starts at 5:00 p.m.

### **9. MAYOR & COUNCILMEMBER COMMENTS**

None.

### **10. EXECUTIVE SESSION**

**Motion:** Move to adjourn to executive session for 20 minutes.

**Action:** Approve, **Moved by** Musgrove, **Seconded by** Livdahl.

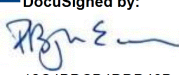
Motion carried unanimously.

At 7:57 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 8:07 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.

### **11. ADJOURNMENT**

At 8:17 p.m., Mayor Erickson adjourned the meeting.

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Rebecca Erickson, Mayor

ATTEST:

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Rhiannon Fernandez, CMC, City Clerk