



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

Subject	Meeting Minutes	Date	9/22/2021
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		
Attendance	Becky Erickson – Mayor Kathy Cocus - – KEDA Kathi Foresee - Chamber of Commerce 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 7/28/21 Next Meeting: 10/27/2021	<input checked="" type="checkbox"/> None. <input checked="" type="checkbox"/> Minutes approved: CL/DM
2.	Public Comment	None.
3.	Agenda Items PED Department Budget Discussion (Karla Boughton)	<input checked="" type="checkbox"/> Discussed – presentation given. 2021-2022 PEDD Budget overview New Program Request Mid-Biennium 2021-2022 GIS Analyst to meet Department mapping requirements (Noticing, Comp Plan & Zoning) that currently exist as extra Planner duties. Other areas are using 3D GIS to analyze land for development projects. We have the new software now and need an expert to realize the programs capabilities. The software is web-based and public-facing. DM: GIS is now a critical capability. How do Public Works & Planning coordinate uses? KB: Two PW employees currently use the software for Utility mapping. CL: One day maybe we could use GIS to contain all file info for a property on a map. KB: We have historical file scans that we could use this for. We did a salary analysis to reach the amount requested; equipment part of request would cover new monitors and basic desk equipment. This is for one new GIS position for PEDD. KB covered 2021-2022 Comp Plan projected work schedule and then described the 2024 Comp Plan Update differences from past updates. Displayed & discussed Population and Annual Growth % chart (1980-2021) and probable growth target rate scenarios. BL asked that Jess send the presentation to committee.
4.	Standing Agenda & Committee Reports Viking Avenue Update (Mayor Erickson) Long-Term Strategic Covid-19 Recovery Efforts	<input checked="" type="checkbox"/> Discussed BE mentioned affordable Housing background from PSRC and how other local municipalities operate to meet needs

4.	<p>Standing Agenda & Committee Reports (Continued)</p> <p>Poulsbo Chamber of Commerce (BL)</p> <p>Port of Poulsbo (DM) Carol Tripp Historic Downtown Poulsbo Assoc. (CL)</p> <p>Suquamish Tribe KEDA/PSRC/EDD – KEDA – Kathy Cocus</p>	<p>Kathi: Halloween signups are going on and 15 Nov COC will have a new office – stay tuned for additional details! None.</p> <p>Local businesses are asking for parking plan details. BE said the paperwork is under legal review.</p> <p>None.</p> <p>Kitsap Cost of Living numbers will be out soon (instead of using Seattle numbers). Shop-Eat-Spend concept will be marketed online for the holiday season. Fall Forum is postponed until November and will be virtual thereafter. Economic Development inclusion consultant was hired to assist with equity. Kathy will send PowerPoint to BE. Vision and Mission statements are being updated.</p> <p>Adjourned 4:39 p.m.</p>
----	---	--

Future Agenda Items

No	Item(s)	Responsibility/ Meeting Date
1.	Council Goals	CC / Upcoming
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.