



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

Subject	Meeting Minutes	Date	10/27/2021
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 Ed Stern – City Councilmember Joe Morrison, KEDA Executive Director Kathi Foresee - Chamber of Commerce Executive Director Tom Rose –Port of Poulsbo Port Commissioner Holly Hill – WWU Director of Outreach and Continuing Education Tom Eckmann – OC Vice Chair, Board of Trustees		

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 9/22/21 Next Meeting: 11/24/2021	<input checked="" type="checkbox"/> None. DM asked that Staff refer to the City resolution forming EDC and take steps necessary to change wording to "PEDC" throughout committee mentions in written resources. DM also asked that future agenda item "Council Goals" be changed to "Committee Review for targeting of Council Goals." <input checked="" type="checkbox"/> Agenda was rearranged to place OC/WWU discussion first, as item (a). <input checked="" type="checkbox"/> Minutes approved: DM/CL <input checked="" type="checkbox"/> Committee requested rescheduling of 11/24 and 12/22 meetings based on future agenda items, to be decided prior to noticing period as one meeting in December.
2.	Public Comment	None.
3.	Agenda Items a. OC/WWU Poulsbo Branch Campus Updates (Stern) b. Update on Housing Action Plan (HAP) (Boughton/Coleman) c. PED Department Updates (Boughton)	<input checked="" type="checkbox"/> Discussed. Councilmember Stern gave a history of educational resources development specific to Poulsbo. <input checked="" type="checkbox"/> Discussed – presentation given by NC. PowerPoint document attached to minutes. DM requested special meeting for review of HAP by EDC in preparation for CC workshop. CL requested hard copy of HAP document when complete. <input checked="" type="checkbox"/> Discussed – Long Range Planning Update slides (attached).

10/27/2021 Economic Development Committee Meeting DRAFT Minutes

	Agenda Items (Continued)	
3.	d. KRCC Updates (Boughton)	<input checked="" type="checkbox"/> Discussed. Combined discussion with dept updates.
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) Suquamish Tribe KEDA/PSRC/EDD – KEDA – Kathy Cocus	<input type="checkbox"/> Discussed. (None.) Adjourned 5:01p.m.
Future Agenda Items		
No	Item(s)	Responsibility/ Meeting Date
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.