

POULSBO CITY COUNCIL MEETING OF JULY 14, 2018

MINUTES

PRESENT: Mayor Erickson; Councilmembers Garland, Lord, McGinty, Musgrove, Nystul, Stern, Thomas.

Staff: Clerk Fernandez

1. WELCOME & INTRODUCTION

Ground rules were discussed, and the agenda was reviewed.

2. DISCUSSION OF LONG-TERM VISION

(*Minutes are a summary of comments made by both the City Council and Mayor)

• **Sphere of Influence for Liberty Bay**

- Future boundary should be defined by the watershed (Lemolo, Scandia, and the whole circle of the bay)
- This needs to be discussed during the countywide policies discussion in the next couple years.
- Mechanics are based on concurrency and utilities. We already have sewer lines all the way out to Lemolo.
- The community has worked so hard to clean up Liberty Bay, the City needs to have a measure of control for all the water that is flowing into Liberty Bay.
- Need to manage the perception of this conversation – this is not taking property, nor is it annexing.
- Need to educate and create a policy document on why we are doing this.
- Define what we mean by the sphere of influence; the community is our partner.
- Need to create a working partnership

Next steps: Need to hire a consultant in the next budget process to start to define this.

- Create timeline
- Identify groups and stakeholders
- Bring in bigger partners early
 - Organizations that would have the responsibility to fix the mess: Port of Poulsbo, Kitsap County, Navy, Tribe, Health District, Conservation District

• **College Town – What happens if Western Washington University builds a campus?**

- Email to Economic Development/Tourism Committee regarding meeting with a federal lobbyist group (Johnston Group)
 - Federal DOD grants to pay for infrastructure near military groups/cyber security.

- Want to create a sizable cyber security building/part of the WWU buildout as the campus grows.
- PFD has over \$15MM over past five years.
 - PFD is supposed fund economic development projects.
 - The City could apply for two parallel requests: YMCA/Community Activity Center and a Cyber Security Campus
 - The recreational campus would have more community support and possible success, need to get more information from WWU on their plans before going for the other one.
- The City should foster the partnership between Olympic College and WWU and help them expand their campuses.
- Student housing
 - There needs to be a shared housing model for students. Perhaps create a model for housing students, then replicate that model for additional housing in Poulsbo.
 - Think about a partnership with urban housing and developing a model
 - Bellingham has a product.
 - Value policies and options – know what would and would not work and why (lessons learned from Bellingham)
 - Create a toolkit.

Next Steps

- Invite Marlene Harlan and the Johnston Group to come talk with the Council.
- Event center to support college for PFD money, also should explore the cyber security building in partnership with the DOD, Johnston Group, Washington National Guard, and Homeland Security.
- The Mayor will need to hire help to submit the grant applications, which are due in December. A request will come forward in the future.
- City Lobbyist needs to track what is happening with the \$75K legislative study.
- Councilmember Stern will reach out to Admiral Harlow.

• **Affordable Housing**

- Mobile Home Parks need to be reconsidered.
 - Trailer parks helps families and community.
 - The hard part is placement.
 - Worth reopening the conversation.
 - Running out of land.
 - Olhava? Would have to change the master plan.
 - Look at history of Sea-Tac model for applicability. Would have to buy out development rights. They were able to buy time with code and regulations.
 - If we can provide the land, and the county provide the utilities, then banks can finance trailers
 - Could look at UGA.

- What is affordable housing? How is it built?
 - Reviewed HUD definition.
 - Median income – apartments are hard to find right now
 - We have a few HUD supported apartments in the city.
 - Department of Agriculture program for self-help program.
- Affordable Housing Levels
 - Mentally ill/chronic levels
 - Impoverished level (living on \$1,000 social security, need subsidy)
 - 80/30 - need a little help, will transition out
 - Median incomes – two minimum wage workers
 - Homeless shelter
- Possible Partnership with Developer
 - Design a project for a 12-acre parcel with half going to market rate, and the other half for self-help
 - Cost out two boarding houses for room rentals (\$500 a month)
 - City owns the land.
 - Could be a no cost transaction, except city would retain ownership for boarding housing.
- KCCHA is financially troubled, because they still owe Kitsap County \$19MM
- Could go to the community to bond for a project.
 - Would people vote to tax themselves?
- Lot of work/research – how do we get the first steps done?
 - Create initial overview for affordable housing. Can we look in-house?
 - Staff is looking at those components right now. Starting to do research on affordable housing issues.
 - Continue to build more self-help homes (first-time home buyers) and the old-fashioned boarding homes (elderly/fixed income who are having a tough time to stay in their homes due to increasing costs).
- Home Sharing
 - Whole new emerging class of people competing for housing. Supply is not turning over to new generations, because we are living longer.
 - Fishline is a best kept secret. Need to expand its reach.
 - Sharing homes will make a lot more sense in the near-term future.
- What is our role? How much do we want to take on, how much can we take on? The town should not be gentrified like Bainbridge Island. What happens if this issue is not taken on? What can we do to protect the mix residents we already have?
- Citizen suggestion: could create a housing commission to advise the City.

Next Steps:

- Mayor Erickson will be presenting Affordable Housing Plan of Action at a City Council meeting in August.
- Need additional help with workload. Makes sense to have this issue staffed by the Planning Department. Mayor Erickson will look at it further and make a recommendation.

- **Vision for the area south of Finn Hill Rd., between Highway 3 and Clear Creek Road**
 - Old DNR property – school trust fund, deeded to the County. Hwy 3 bisects it. The County would like the City to take it. Its deed is restricted to remain in its natural state (park or open space). Potentially could be used for education. Encumbered with headwaters of Johnson Creek. Substantial wetland in the middle; 85% of land is usable.
 - This is being discussed right now at the County.
 - The land will probably end up coming to the City of Poulsbo – what are we going to do with it?
 - Initially nothing, for a while, but it is an enormous future asset.
 - Need to create a list of what we could do with it, or what we could do if we get the legislature to change its status.
 - It would make a great college campus.
 - Research/Technology center tie-in/right next to the intertie with KPUD.
 - Great highway access
 - Putting sewer in will work well
- **Law Enforcement & Justice Center**
 - First priority is the public works facility
 - Need partnerships with Washington State Patrol and Kitsap County
 - Find a location near the highway
 - Going to run out of space for cops/courts in next 5-7 years
 - This building was never designed for the police department
 - We will need a new officer position every 3-4 years based on growth
 - 5-7 years' time frame with colocation of state patrol
 - Need council policy to review properties before selling. If we are going to sell, vet that we have no future need.
 - PWC will look at Public Works owned properties and if they are an asset that can be leveraged.
 - Planning has a list of all city owned properties.
- **Ideal Disaster Response: Budget aside, what would we really need?**
 - The City could use some work on its plan. Need to be revisited every few years and updated.
 - Kitsap County Department of Emergency Management (KCDEM) is not a real powerhouse.
 - They have not developed a real emergency plan and they don't perform practice drills. A plan doesn't work if it isn't practiced.
 - When KCDEM leadership changed, the drills stopped.
 - There is a new Executive Director now.
 - The City of Bainbridge Island quit KCDEM and hired a full-time emergency planner as part of their staff.
 - Maybe we could share the Bainbridge Island position.

- Would like to know what they are doing that adds value.
- The EOC is located at the fire department. They meet regularly. IT Manager Stenstrom is getting GET cards.
- Having a countywide group is good, but what happens in reality is you are on your own for a while when an emergency happens. DEM is not focused on Poulsbo specifically.
- We have a great Police Department, Fire Department, and Public Works crew, with a bay full of boats.
- There are key elements that need coordination.
- City Hall could be used as an emergency services center.

Next Steps:

- Mayor Erickson will reach out to Bainbridge Island to explore joining them.
- Mayor Erickson will invite the new KCDEM Executive Director to come speak at a future council meeting.

3. SHORT TERM CONCERNS

- **Streets**

- Had to delay the chip seal project to keep the costs down when piggybacking with another jurisdiction's project.
- The City was going to do eight roads last summer, but wanted to see how the chip sealing worked, so they only did four.
- Next year more roads will be chip sealed.
- What is the threshold of making it financially feasible to do the paving on our own?
- Front street will need to be an overlay.
 - Discussion held on using raised table top crosswalks.
 - Discussion held on creating a pedestrian zone with stamped concrete, cobblestone design, flashing lights -- like Pike Place market.
 - Ask in a couple of years for budget to do a comparison study.
 - Engineering will not be doing much more than Noll Road; the project is huge. They are having trouble hiring civil engineers to help with the project.

- **ADA Plan**

- Engineering has ADA responsibility. They are in the process of creating a plan.
- As we move forward, and buildings are remodeled and restored, we enforce the new requirements.
- Every time we redo a road, we bring it up to ADA requirements.
- We should have a list of things we have done. Need an update in Public Works Committee.

- **Computer Security and Computer Systems**

- IT Senior Technician Williamson monitors attacks all the time and internal issues as well. He is an expert in security.
- We are moving more things to the cloud. The more we can do on the cloud, the better we are.
- Do we train new employees? It would be preferred to train employees up front instead of being reactive to situations.

- **Joint Meetings with Local Jurisdictions**

- Port of Poulsbo
 - Their plans affect our underwater land. They want to dredge.
 - Discussion held on newspaper article.
 - They need a deep-water pier to be able to handle the cruise ships.
 - The Mayor has been asking for a deep water mooring buoy.
 - Can something be built to stop silt from filling the bay?
 - The City should not respond until they formalize what they want to do.
 - How is the parking lot on Jensen working out?
 - What are the restroom plans?

Next steps: Councilmember Musgrove will ask the Port to give an update at a council meeting.

- North Kitsap School District
 - The joint meeting with the NKSD is scheduled for 8/29/18.
 - Need to inform them on college town talk.
 - Update them on the opening of Johnson-Noll.
 - Do they still have a comp plan?
- Still need to schedule meetings with the Tribe and City of Bainbridge Island
- Kitsap Transit
 - There is a fast ferry summit happening in Seattle.
 - Discussion held regarding new bus routes, double decker buses, the Kingston Fast Ferry vessel.

4. ADJOURNMENT - The retreat adjourned at 1:05 PM.



Rebecca Erickson, Mayor

ATTEST:



Rhiannon Fernandez, CMC, City Clerk