

# City of Poulsbo

Office of the City Clerk



## NOTICE OF SPECIAL COUNCIL MEETING

**NOTICE IS HEREBY GIVEN** that the Poulsbo City Council will hold a special meeting on **Wednesday, October 22, 2025, at 5:00 PM at Poulsbo City Hall Council Chambers** (200 NE Moe Street, Poulsbo 98370). The public is welcome to attend.

The purpose of the meeting is a joint workshop with the Port of Poulsbo Port Commission to discuss an update on derelict vessels, the legislative Agenda, Future ILA/MOU Re Seized Vessels, Environmental Efforts/Monitoring, Update on RCO and Waterfront Park & Restrooms, Tourism & Economic Development, Alignment of Port and City Plans, City's Parking Enforcement, Commercial Fishing Fleet & Winter Moorage, the Port's plans for the seawall and joint funds, and Celebrating the Port of Poulsbo 75<sup>th</sup> Anniversary in 2026.

The agenda for this meeting is attached.

Kati Diehl -for-

Rhiannon Fernandez, City Clerk, CMC

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Post: Poulsbo City Hall  
Poulsbo Post Office  
Poulsbo Library  
[www.cityofpoulsbo.com](http://www.cityofpoulsbo.com)

cc via email:  
Mayor  
City Council  
Department Heads  
Seattle Times  
North Kitsap Herald  
Kitsap Sun  
Poulsbo Chamber of Commerce  
Port of Poulsbo



**POULSBO CITY COUNCIL & POULSBO PORT DISTRICT  
SPECIAL JOINT MEETING  
October 22, 2025 ~ 5:00 PM  
A G E N D A**



The meeting will be held in in-person attendance at  
Poulsbo City Hall Council Chambers at 200 NE Moe Street, Poulsbo, WA.  
The meeting will not be livestreamed on the website or BKAT.

**5:00 PM      CALL TO ORDER**

**5:00 PM      COMMISSIONER AND COUNCILMEMBER INTRODUCTIONS**

**5:05 PM      TOPICS OF INTEREST**

- Derelict Vessels Update (Poulsbo PD)
  - Joint Letter re: Derelict Vessels
  - General Policing/No Wake Zones
- Legislative Agendas
- Future ILA/MOU Re Seized Vessels
- Environmental Efforts/Monitoring
- Update: RCO and Waterfront Park, Restrooms
  - DRAFT Lease Agreement
- Tourism & Economic Development
  - American Cruise Lines?
  - Economic Development Committee?
- Alignment of Port and City Plans
- City's Parking Enforcement (Erickson)
- Commercial Fishing Fleet & Winter Moorage (Erickson)
- Seawall & Joint Funds
- Celebrating Port of Poulsbo 75<sup>th</sup> Anniversary in 2026

**6:20 PM      WRAP UP – Next joint meeting (March 2026?)**

**6:30 PM      ADJOURN**

\*Council may address questions/comments made during Citizen Comments during Councilmember Comments.

THE COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THE AGENDA. IN ACCORDANCE WITH COUNCIL'S RULES OF PROCEDURE, THIS MEETING IS TAPE RECORDED. IN ACCORDANCE WITH A CONTRACT WITH THE CITY OF BREMERTON, THIS MEETING IS BROADCAST LIVE, VIDEOTAPED AND RE-BROADCAST ON BREMERTON KITSAP ACCESS TELEVISION (BKAT).

The City of Poulsbo strives to provide accessible meetings for people with disabilities. Please contact the Poulsbo City Clerk's office at 360.394.9880 at least 48 hours prior to the meeting if accommodations are needed for this meeting.

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 al 360.394.9880.

It is requested that attendees limit the use of scented products (perfume, cologne, hairspray, after shave, lotion, fabric softener, etc). Fragrances can be toxic substances to some people causing respiratory or neurological disabling reactions. This requirement is consistent with the Americans with Disabilities Act for a barrier-free environments.



**POULSBO CITY COUNCIL & POULSBO PORT DISTRICT  
SPECIAL JOINT MEETING  
October 22, 2025 ~ 5:00 PM  
M I N U T E S**



**PRESENT:** City of Poulsbo Mayor Erickson, Councilmembers Crowe, Eckert (Remote), Livdahl, McVey, Stern, Taber, Port Commissioners Green and Lawrence.

**STAFF:** Port Manager Weaver, City Administrator Gelder, Parks & Recreation Director Ozimek, Police Chief Harding, Lieutenant Ziemann, Sergeant Houseberg, City Engineer Ranes, Transportation Engineer Bateman, Administrative Services Director/City Clerk Fernandez, Senior Systems Administrator Anderson

**CALL TO ORDER**

Mayor Erickson called the meeting to order at 5:00 p.m.

**COMMISSIONER AND COUNCILMEMBER INTRODUCTIONS** – Introductions were given.

**DERELICT VESSELS UPDATE**

The Poulsbo Police Department gave an update on derelict vessel enforcement.

- Joint Letter re: Derelict Vessels
  - Discussion was held regarding a joint letter to the Governor regarding funding that is available for reimbursable costs to remove derelict vessels.
  - The Port agreed that a joint letter would be welcomed, and they would reach out to other ports in the area to get their support.
  - It would be helpful to add language to the letter regarding the burden of cost to remove the vehicles.
  - The Port Manager and Police Chief are working on establishing defining roles for the vessel seizure process and the storage and cost associated with the recovery.
  - Could the Port take this issue to the WA State Port Association to get their support to this issue? Weaver said they could send a letter to the association and see if we can get their support as well.

**Next steps:** *the City will redraft the letter and bring back to the Council for formal approval and send to the Port for their approval.*

- General Policing/No Wake Zones
  - Discussion about emergency response and how quickly emergency vehicles spin up wake when responding. Their request is that none of the vessels create any wake until they pass the breakwater. Wake causes damage to boats and a safety issue to kayakers.

- There is one buoy and signage, but people do not pay attention to the signs. Better and bigger signage would be helpful. Could request some Coast Guard support for education.
- Ziemann clarified the PMC does not define a no wake zone, it sets a speed limit of 8 mph within 300 feet of an anchored vessel, docks, or the shoreline. He also said the buoy by Liberty Bay Marina is a non-permitted buoy according to DNR.
- The Police Department could do a speed emphasis project during the 4<sup>th</sup> of July.

**Next steps:** *Look at creating a no-awake zone for the PMC.*

## **LEGISLATIVE AGENDAS – already discussed**

### **FUTURE ILA/MOU RE SEIZED VESSELS**

- Discussed under previous derelict vessel discussion about defining roles for the vessel seizure process and the storage and cost associated with the recovery.

### **ENVIRONMENTAL EFFORTS/MONITORING**

- The Port are still doing a FLUPSY system, one is operational on the breakwater and two in the marina.
- The Port did a biological assessment during the breakwater discussion, and a siltation study is still being conducted. They expect to have the data by the end of the year.
- There could be collaboration on stormwater filtration.
- Discussed collective education opportunities for microplastics getting into stormwater. There are opportunities to educate when there are large events happening. There is an existing group that works on education to achieve behavior changes for the NPDES permit.
- Pump outs begin in April.

### **UPDATE: RCO AND WATERFRONT PARK, RESTROOMS**

- The Port is now in compliance with RCO restroom requirements and has implemented a restroom access code system. A letter reaffirming commitment to RCO obligations is being drafted
- The City is developing parking space lease agreements, with emphasis on accurately determining the value of each space.

### **TOURISM & ECONOMIC DEVELOPMENT**

- American Cruise Line
  - American Cruise Line ships are too heavy for current docks; the company could potentially build its own dock.
  - They have two vessels that operate, and they currently dock at Bremerton and bus a day excursion to Poulsbo. They have another boat coming in 2027, and they would

love to have Poulsbo as their port of call.

- McVey would not want to use taxpayer dollars to pay for accommodating the cruise ships. Cruise visitors tend to come in the morning (shops had to open early, and they did not continue that because they were not selling) and passengers brought bagged lunch. He questioned some of the economic development figures.
- Economic Development Committee
  - Discussion about creating an Economic Development Committee with the Port, City, and HDP.
  - Before forming another committee, there needs to be a deeper conversation about downtown. Everyone is moving sort of in the same direction with all these different studies, but they need to talk about them as a whole. Downtown consists of private property owners; we need partnerships and a guiding effort.
  - Shared sentiment: *Poulsbo should be a town with tourism, not a tourist town.*
  - Discussion about LTAC and the Port of Poulsbo. The Port supported the Historical Society's request this year for a new joint festival.
  - Master plan for the Port is coming up next year. They want to collaborate with everyone in that process.

#### **CITY'S PARKING ENFORCEMENT**

- Moving forward with a November 1 start date with LAZ to do parking enforcement. There is a two-week warning period. There are agreements secured for employee parking options in the area. Paid parking will come forward in the summer of 2026 per the council resolution.

#### **COMMERCIAL FISHING FLEET & WINTER MOORAGE**

- Erickson asked if they have marketed for storage of boats here in the off season. The Port has not formally marketed it. They have a member who advocates for smaller vessels to come here. Their rates are competitive, but the draw is usually family roots. It is counter cyclical – the slips are full in the summer and empty in the winter. They reinstituted their winter moorage rates.

#### **SEAWALL & JOINT FUNDS**

- As of 10/20/2025 the balance is \$268,658.99.

#### **CELEBRATING PORT OF POULSBO 75<sup>TH</sup> ANNIVERSARY IN 2026**

- The Port would like to partner with the City for a commemorative bench. It is an opportunity to celebrate and would love the City to be a partner in the celebration.

**WRAP UP** – Next joint meeting March 2026

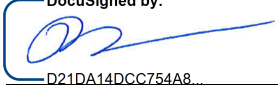
## PUBLIC COMMENT

Nico Jensen, Long Ship Marine, spoke regarding the city owned lot by the bathrooms. She was hoping that area would be included in the enforcement. There are the same people parking there 24-7. The spots are not opened up and used the way they were hoping they would be used.

**ADJOURN** - Mayor Erickon adjourned the meeting at 6:30 p.m.

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Rebecca Erickson, Mayor

ATTEST:

DocuSigned by:  
  
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Rhiannon Fernandez, CMC, City Clerk