

**City of Poulsbo
Community Services Committee
Meeting Minutes**

Location	Poulsbo City Hall, 3rd floor conference room	Date	February 11, 2015
Committee Chair	Connie Lord	Time Started	4:00 pm
Council Present	Connie Lord, Ken Thomas	Time ended	5:00 pm
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson; Kati Diehl, City Clerks office; Tammy Mattson, HDPa; Kathi Foresee, Viking Fest; Jenny Childs, Poulsbo Marathon		

Key Points Discussed		
No.	Topic	Highlights
1.	Administrative:	
	Select a New Committee Chairperson	Connie Lord
	Questions & Concerns of the Committee	This is Ken's first committee meeting. Mary and Connie reviewed what the committee covers. Tammy described the HDPa background; and Kathi talked about the Poulsbo Marketing Coalition.
	Agenda and Extended Agenda Review	
	Approval of Minutes: 1/14/2015	Postponed
2.	Agenda Items:	
	Special Events Process	Mary reviewed the new, more streamlined process for special events. The application has been redesigned using check boxes and more room for explanation. Becky noted that if it takes public resources, it is a special event. This is a public safety issue first. Jenny and Kathi like the check list/application. Tammy would like to see a simple form for an event that doesn't use public resources, in order to alert the city on events in private facilities such as the Sons of Norway. Tammy wants to see more guidance on what is a special event. She noted that some HDPa members have issues with transient competition from events. This will be on the March agenda.
	Sailing Program Update	Mary reported that the sailing program is

Key Points Discussed		
No.	Topic	Highlights
		consolidating efforts, and will be doing a high school sailing program in Poulsbo with the Olympic Sailing Foundation; and moving the Kingston Learn to Sail program to Poulsbo in the summer. The OSF will be assisting with formulating the summer program. The Port of Poulsbo and Poulsbo Yacht Club representatives are very supportive.
3.	Department Head Reports	
	--Project Updates	

Minutes respectfully submitted by Mary McCluskey