

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

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| Location | Poulsbo City Hall, 3rd floor conference room | Date | April 9, 2014 |
| Committee Chair | Linda Berry Maraist | Time Started | 4:00 pm |
| Council Present | Jim Henry, Linda Berry Maraist, Connie Lord | Time ended | 5:00 pm |
| Staff / Others Present | Mary McCluskey, Parks and Recreation; Mayor Erickson; Kathi Foresee | | |

| Key Points Discussed | | |
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| No. | Topic | Highlights |
| 1. | Administrative: | |
| A. | Questions & Concerns of the Committee | |
| B. | Agenda and Extended Agenda Review | Add Viking Fest. Add Archery class request. |
| C. | Approval of Minutes: 3/12/2014 | M/S/A JH/CL |
| 2. | Agenda Items: | |
| A. | Special Event Applications | <p>Running with the Basque, July 5. CSC recommends approval/consent agenda.</p> <p>Poulsbo Farmers Market, Saturdays April 5-December 22; The only change from previous years is that they will be open until 2 pm each Saturday. CSC recommends approval/consent agenda.</p> <p>Obliteride, August 9. The bicycle ride rest stop needs to be moved about 100' to the north at MIW Waterfront Park, due to the new split rail fencing. No park use fee required, as they are not using the pavilion. CSC recommends approval/consent agenda.</p> <p>Epilepsy Foundation NW Fun Run, June 21. CSC recommends approval/consent agenda.</p> <p>Viking Fest, May 16-18. The only change is that they want to remain open on Sunday until 6:00 pm. CSC recommends approval/consent agenda.</p> |
| B. | Derelict structures: Raab Park stage and Nelson Park barn | Postponed. |
| C. | 2010 RCO grant revision | The bridge analysis at Poulsbo's Fish Park is complete. The |

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| | | most doable solution looks to be a 215' suspension bridge, at a cost of about \$800,000. There is not enough funding in the existing 2010 grant for this bridge. Mary was also concerned that a bridge may not be "sellable" to a future funder. Mary has requested, and received, permission to buy the Holm property at the north end of the Lord property using existing grant funds, and is not requesting any new funds. This property addition should provide pedestrian access all the way around Fish Park. The appraisal is underway to make sure it can be done. Mary is writing a 2014 grant for site development of the Lord/Holm/Hansen properties, using the Hansen properties as match. She will bring a funding authorization resolution forward to the April 16 council meeting. |
| D. | Morrow Manor – funding request | The Morrow Manor project at the SE corner of Noll and Mesford is moving forward, and the city will be receiving the park land donation in 2014. Staff would like to hire a landscape architect to conduct a park charrette at the next Park and Recreation Commission meeting on April 28, 2014. The charrette will allow staff, commissioners, and members of the public the opportunity to look at the site and give input on future development. CSC recommends approval using \$5,000 in park reserves. |
| E. | 7 th to 4 th Avenue Trail | Becky reported that the person who owns the private property involved contacted the mayor recently. While reluctant at first, she would like to see a drawing of the proposed trail. Becky, Mary and Tom Nordlie will be walking the site on April 10 to discuss trail alignment options. |
| F. | Interagency Agreement with the Port of Poulsbo for the Sailing Program | This agreement allows for the sailing program to occupy an otherwise unused dock space at the Port of Poulsbo. There are no budget implications with this agreement. CSC recommends approval. |
| | Archery class request | Mary has had a recent request by an adult archery group looking for park space to hold their classes. There could be as many as 40 people in a class. After much discussion, the CSC, mayor and staff agreed that this would not be a |

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| | | good fit in a public park. Mary will contact the person who requested the use. |
| 3. | Department Head Reports: Project Updates | None |
| | Council member liaison reports | Linda reported that she is working with Kitsap County on a trails grant that will serve Poulsbo. She hoped that Poulsbo would write a letter of support. Connie asked that it be put on the agenda for discussion. |

Minutes respectfully submitted by Mary McCluskey