

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

<b>Location</b>	<b>Poulsbo City Hall, 3<sup>rd</sup> floor conf. room</b>	<b>Date</b>	<b>May 14, 2014</b>
<b>Committee Chair</b>	Connie Lord	<b>Time Started</b>	4:00 pm
<b>Council Present</b>	Jim Henry, Connie Lord	<b>Time ended</b>	5:00 pm
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Mayor Erickson		

<b>Key Points Discussed</b>		
<b>No.</b>	<b>Topic</b>	<b>Highlights</b>
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	The committee had a brief discussion about Centennial Park . There are no current plans to move forward with development due to funding.
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 4/9/2014	M/S/A JH/CL
<b>2.</b>	<b>Agenda Items:</b>	
A.	Special events: 3 <sup>rd</sup> of July	There are no changes proposed to this event. Mary reminded the committee that lodging tax funds cover police and PW overtime for this event and Viking Fest. CSC Recommends approval. It will be placed on the consent agenda.
B.	Agreement with WWU	Mary presented an agreement with Western Washington University, to provide the 2014 Western Kids Camp at the Poulsbo Olympic College campus. WWU will be doing the morning enrichment, which will focus on environmental science themes, while the afternoon will be filled with recreation activities in partnership with the City of Poulsbo Parks and Recreation. Archery will be one activity. WWU is doing the registration, and the fees will be split 50/50%. The CSC recommended approval.
C.	4 <sup>th</sup> to 7 <sup>th</sup> Avenue trail	The mayor is continuing to work on creating a trail from the Kitsap Housing Authority (KHA) property on 4 <sup>th</sup> Avenue, to private property below the Viking Crest condos and onto 7 <sup>th</sup> Avenue. The KHA board has agreed to a license agreement put a trail on their property. Becky is also working with the private property owners. The main reason for this trail is

Key Points Discussed		
No.	Topic	Highlights
		connectivity, and to help combat drugs and homelessness in that area.
3.	<b>Department Head Reports</b>	Project Updates: Mary gave an update on the Holm Acquisition at Poulsbo's Fish Park. The appraisal has come back at \$85,000; she is now awaiting a review appraisal, as required by the state as part of the grant. She is also starting the Phase 1 environmental assessment, to be sure that there are no hazardous issues on the property. The survey has been completed for the Nelson Park trail easement project. The Poulsbo Rotary Club will be doing the volunteer build. Mary and the Mayor gave an update on the success of the Morrow Manor project charrette that was held at the Parks and Recreation Commission on April 28. Mary asked for and received a bid from the landscape architect to put a complete planning package together, including a full scale conceptual plan, budget, and tree retention plan. She is requesting an additional \$3000 for this part of the project. By completing this work now, the plan will be ready to pursue funding and construction in the next couple of years. There are funds in Park Reserves. The CSC recommended the funding.
4.	<b>Council member liaison reports</b>	The Mayor discussed the Austin Waterfall, as it will soon come to the council for consideration. It is estimated that it will cost about \$8000 to do the BLA and accept the waterfall. She has requested a plan for accepting the project, including repair work needed, water costs, and the BLA. Liberty Bay Auto has agreed to pay for water.

Minutes respectfully submitted by: Mary McCluskey