

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

Location	Poulsbo City Hall, 3rd floor conference room	Date	August 12, 2015
Committee Chair	Jim Henry	Time Started	4:00 pm
Council Present	Jim Henry, Connie Lord, Ken Thomas	Time ended	5:00 pm
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson		

Key Points Discussed		
No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None.
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: <i>6/10/2015</i>	M/S/A KT/JH
2.	Agenda Items:	
A.	Elect New Chairperson	Jim Henry
		Mary pointed out to the committee that the Clerks Department is putting together a running list of special events, and this list will be included in the packet each month. The committee members commented that they really liked it. Becky will reach out to the HDPA and PHS about a possible Glogfest in January/February.
B.	Poulsbo's Fish Park – request for park reserves	Because the City did not get a large state grant when the legislative budget was completed, Mary and the steering committee have met to see how best to move forward with needed improvements on the newest parcels (Holm/Hansen/Lord) at Fish Park. No one wants to see the properties sit untouched for two years (until the next state grant cycle). Mary is requesting \$10,000 from park reserves to do some wetland delineation work, permits, Holm clean up, trail equipment and staff time. The CSC recommended approval to Council on this request. MSA CL/KT
C.	2016 draft Parks & Recreation Budget	Mary reviewed the 2016 budgets for Park Reserves, Park Impact Fees, Wellness, and Parks & Rec. The Lodging Tax budget will be reviewed at the September 9 meeting. No changes to the Wellness budget. The direction to staff is to keep expenditures at the same level as 2015. The Mayor is requesting an additional \$50k for the

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		MIW Waterfront Park bathrooms and \$5k for additional Urban Forestry professional services to work on a tree canopy ordinance and policies. The restrooms need architectural services for a complete renovation. Connie requested to double the women's side. It will be hard to expand the footprint. The center section of the building contains janitorial supplies. It might be better used for additional women's stalls - reutilize the space. The Mayor suggested having a truck with janitorial supplies that could go from park to park. She also commented that there are 3 new parks that will need to be developed over the next two years, so she is requesting that the full 5% be restored to Park Reserves. The recent community survey told us to do better with what we have. No acquisitions except shoreline property. There was discussion about updating the Centennial Park Master Plan in 2016, and inviting the Poulsbo Farmer's Market to a meeting in December, prior to the master planning meetings in 2016. The 2016 park projects include Morrow Manor, Fish Park, Vista Park, Centennial Park master planning update to include the Public Works site, the restrooms at the Waterfront Park, and pavilion post replacements. Mary has one BARS request and that is for an additional 10 hours for part time Recreation Programmer who does special events and youth programs. This would take some programming responsibility off of Mary's shoulders. The sailing program has gone well this summer with 99 sign ups so far. The Preschool is back up to 3 classes. There will be a summer recap at the PRC 's October meeting. The CSC also reviewed department goals.
3.	Department Head Reports	Mary reported that the Nelson Park easement trail and stairs are underway.
		The Mayor would like to see a Sadie Hawkins dance for adults. Might be a good fundraiser for the Poulsbo Historical Society. The Mayor reported that the mural on the Lindvig Bridge has begun. There will be a Troll and fish under the bridge. Artist Jim Mayo is also painting a mural on the new PHS Maritime Museum.

Minutes respectfully submitted by Mary McCluskey