

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

<b>Location</b>	<b>Poulsbo City Hall, 3<sup>rd</sup> floor conference room</b>	<b>Date</b>	<b>February 10, 2016</b>
<b>Committee Chair</b>	Jim Henry	<b>Time Started</b>	4:00 pm
<b>Council Present</b>	Jim Henry, Connie Lord, Ken Thomas	<b>Time ended</b>	5:00 pm
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Mayor Erickson		

<b>Key Points Discussed</b>		
No.	Topic	Highlights
<b>1.</b>	<b>Administrative:</b>	
A.	Chairperson Selection	Jim Henry will continue as chair.
A.	Questions & Concerns of the Committee	Jim asked the Mayor about the timing of the Morrow Manor Park donation. The Mayor explained that it will happen soon, but a neighboring development called Poulsbo Meadows must complete an easement and agreement first.
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 1/13/2016	M/S/A KT/CL
<b>2.</b>	<b>Agenda Items:</b>	
A.	Special Event: Poulsbo Twilight Criterium	The CSC was waiting to hear if the HDPa board was in support of this event before making a final recommendation. Their board meeting was changed to tonight instead of Tuesday, Dec. 9 so there is no new information. Mary will email the committee as soon as she has new information, and plans to take the permit request to Council February 17.
B.	Special Event Coordinator	The Mayor has talked about this in the past, and recently had an idea to hire a part time special event coordinator. Kathi Foresee was the person she had in mind because she is involved in so many events. But right now she would like to table the conversation until a future time.
C.	Waterfront Park hedges	Mary presented an idea and a map from the Parks maintenance staff regarding removal of some hedges at the Waterfront Park in order to open up more area in the park. They would also limb up trees and open up view corridors. The CSC liked the idea, but would like to know how the Parks & Rec Commission feels about

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		it. Mary will take it to the PRC on February 22.
<b>3.</b>	<b>Department Head Reports</b>	<p>Park Projects:</p> <p>Mary reported that the old Nelson Park barn is falling down. Public Works will fully remove the structure when they have time. This might be a good place for swings or additional playground equipment.</p> <p>Lions Park Playground Equipment - Mary is awaiting the final plan for the area near the new sewer vault. It will have two new pieces of equipment and two benches.</p> <p>Lions Park hoops: A Lions Park neighbor will be coming to the February 22 PRC meeting to discuss putting a basketball hoop up at the tennis courts.</p> <p>RCO Grants: The State park and rec grants are due May 2. Mary will be applying for a grant for a pedestrian connection between Lord and Holm properties. She is also talking with the engineering department about a stormwater park on the Westside; and possibly a grant for Morrow Manor.</p> <p>The HDPa Sculpture Donation and Unveiling at MIW Waterfront park will be Saturday, February 20 at 1pm.</p> <p>Mary presented some early concepts for “pre fab” restrooms for the MIW Waterfront Park. She has looked at some examples from both ROMTEC and Public Restroom Company. Both Bremerton and Lakewood have used these companies. Both companies will do “design build”, and then the city will do an RFP to have it built. Mary is recommending using the same footprint – this will save additional money. ROMTEC told her that we are probably looking at a \$200k project for 6 stalls.</p>
	<b>Council / Mayor Comments</b>	The daffodils should be coming up soon!

Minutes respectfully submitted by Mary McCluskey