



**Community Services Committee  
City Hall – 200 NE Moe Street  
3<sup>rd</sup> Floor Conference Room**

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>April 13, 2016</b>
<b>Recorder</b>	<b>Mary McCluskey</b>	<b>Start Time</b>	<b>4:00 pm</b>
<b>Committee Chair</b>	<b>Jim Henry</b>	<b>End Time</b>	<b>5:00 pm</b>
<b>Committee Members</b>	<b>Jim Henry, Connie Lord, Ken Thomas</b>		
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Mayor Erickson		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	The Mayor asked the CSC if they would like to put a "Poulsbo" ad in the upcoming Discover Kitsap directory for \$850. This magazine is placed on the ferry and stuffed in the newspapers. It would need to come from reserves because she has committed her budget for 2016. An ad might include a map, list of festivals, and parks. She doesn't want to duplicate HDP/PMC ads. Becky will bring it to Council on April 20.
B.	Agenda and Extended Agenda Review	Ken will be missing the May meeting.
C.	Approval of Minutes: 3/09/2016	MSA KT/CL
<b>2.</b>	<b>Agenda Items:</b>	
A.	Banners over Front St.	HDP/PMC has told the City that they will not be in the banner business anymore. The Mayor then realized that Bill Austin is still continuing to put them up, so she is recommending that the City have an agreement with Austin Sign Company to put up the banners with the help of Public Works. Bill will be responsible for the calendar, liability, repairs, etc. The CSC agreed.
B.	Morrow Manor – conceptual plan design	Mary outlined where the City stands with the Morrow Manor Park design work. The design is not complete because the donation has not yet occurred. The donation will not happen until the short plat is completed next spring. Mary is requesting the okay to work on the design because a lot of time is passing. Money has been budgeted in the 2016 budget for this, and she would like to apply for grants but needs the design. CSC recommends approval.
C.	(2) Grant Resolutions	Mary presented two required grant resolutions for

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		upcoming RCO grants. One is for Poulsbo's Fish Park Pedestrian Connection and one is for the Morrow Manor Neighborhood Park. CSC recommended approval.
D.	Parks and Rec Building Signage	Mary is requesting a sign for the front of the Parks and Rec building. The PFM is quite busy, but people have continued to say that they have no idea where the Parks and Rec building is located. CSC recommends approval NTE \$3000.
E.	Waterfront Park bathrooms	Mary is continuing to work with two different vendors for a restroom design. One will be in town May 3 to visit the site. Budget continues to come up, and Mary's concern is whether there will be budget for this once a design is made. Deb Booher has suggested the funds from the Old City Hall or Police Department real estate sale will bring in \$1.2m. The Council could make the decision to use those funds instead of drawing down park reserves and park impact fees. Each of those funds has about \$100k unobligated. The CSC liked that concept, and once the designs are done, she will come to Council with a full funding plan.
<b>3.</b>	<b>Department Head Reports</b>	Park Project Updates. The new Lions Park playground equipment will be installed April 25-26. The Arbor Day celebration is April 16. The City received a \$2500 National Marine Trade Assn grant for new sails. Mary is starting the conversation with an interested man named Josh Fisher, who has fundraised and help build a Skate Park in SK. He lives in Poulsbo and would like to see an updated park here. The CSC has a discussion of sites including Hattaland, Centennial, the water vaults nears the library, and Nelson Park. The CSC also had a discussion about outdoor basketball hoops.