

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

Location	Poulsbo City Hall, 3rd floor conference room	Date	August 10, 2016
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	Connie asked Mary to let Kathi Foresee know that the Carnival needs to be moved in 2017. Much of the parking lot may not be available. Waterfront Park Restroom update: The Mayor has asked Mary not to move forward until the real estate deal closes. The City now has the full \$225,000 in escrow.
B.	Agenda and Extended Agenda Review	Lodging tax grants will be reviewed at the September meeting.
C.	Chairperson Election	Ken Thomas will be chairperson beginning in September.
D.	Approval of Minutes: 7/13/2016	M/S/A CL/KT
2.	Agenda Items:	
		Connie suggested that we invite the American Legion Post to the September meeting to discuss their centennial project and upcoming playground project. Ken will do that. He also told of the history of the park. It was the site of the original American legion hall.
A.	Special Event: St. Charles Church/Concert	CSC recommends approval. This is on the Council agenda tonight.
B.	2016-2017 Budget Review	Mary presented much of the Parks & Recreation budget. There was discussion and concurrence on the two capital replacement requests. The mayor is not in support of the baseline adjustment requests. Mary also reviewed 2017-2018 park projects, and on paper we are coming up short for Morrow Manor

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		funding. The Mayor would like to budget park impact fees before they are received. She feels that there is a safe way to forecast those numbers. The general fund budgets (wellness, parks & recreation) must remain at 2016 levels.
C.	Photography policy during room rentals	After a recent League of Women's Voters meeting in the Council chambers, a policy question came up regarding photography in City Hall meetings when they are rented by outside organizations. There definitely needs to be consistency in the answer. After much discussion, the committee recommends that each rental (by a non-governmental organization) should be allowed to make their own photography policy. It should be up to the organization who rents the space as long as their group is independent from government. CSC agreed.
D.	American Legion Park playground update	Mary is requesting \$10,000 for the equipment bid plus public works time from Park Reserves. Committee concurs. This is on the Council agenda tonight.
3.	Department Head Reports	

Minutes respectfully submitted by Mary McCluskey