

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

Location	Poulsbo City Hall, 3rd floor conference room	Date	Sept. 14, 2016
Committee Chair	Ken Thomas	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	Ken will continue to work with the American Legion to see if they could meet with the CSC on October 12.
C.	Approval of Minutes: 8/10/2016	M/S/A CL/JH
2.	Agenda Items:	
A.	2017 Lodging Tax grants – review and recommendations	<p>The LTAC met on September 8, and Mary reported that it was a good meeting. There are 4 applications for 2017, totaling \$161,500. The LTAC is recommending \$130,000 in projects. There was some discussion on the Criterium date, which is currently June 10. Because the NKHS graduation is that afternoon, the Mayor asked Mary to contact organizer Bradlee Haley to see if June 24 or a date in the fall would be possible. The West Poulsbo Business Association has joined the Poulsbo Marketing Coalition. There was discussion that the Viking Avenue area could use a Visitor Information Center. Connie recommended the Poulsbo Mercantile. The VIC in the Maritime Museum has seen close to 20,000 visitors since it opened a year ago. Mary Fitz, owner of Viking House, is a good addition to the LTAC. There was discussion at the NK Tourism Coalition, and how is it different from Visit Kitsap. Mary responded that it is a grassroots group, focusing on NK only. The CSC moved to recommend the 2017 list as recommended by the LTAC.</p> <p>CL/JH</p>

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3.	Department Head Reports	Mary reported that the Merry Go Round at Lions Park needs to be replaced due to age and condition. Public Works has included it in their 2017 budget requests. The American Legion Park playground pieces should be here soon. Mary reported that trail signage will be installed by an Eagle scout in the next couple of months. The Morrow Manor and Fish Park grants are complete, and now we wait to see how much money the legislature recommends for each category. Each project scored middle-of-the-pack in their respective category.
	Council / Mayor Comments	The Mayor reported that there has been a spike of homeless people in Poulsbo, especially in parks. She is contemplating limbing up the trees in Waterfront, Centennial and ALP. These parks are dense and overgrown. There was a question about the underbrush between the library and Seabird Mobile Home Park. She reported that the Edward Rose project has a Pre app on Oct. 4. Park Impact Fees required are \$350,000. The entire project has 17 acres of landscape and is 60% open space/park land.
		Ken Thomas reported that he is leading an ad-hoc group for Cemetery improvements. He will present information to the Public Works Committee on September 28. They are focusing on the entrance, with hopes that more people will step forward once they see some improvements. They want to use some reserves to pave the parking area, install a water line for spigots, pour pads for benches, and use volunteers to build a new entrance sign and for general park clean up. Bill Austin and another donator will fund the sign. There was a question about the number of veterans buried at the cemetery. Ken doesn't know, but hope that the American Legion can help with that question.

Minutes respectfully submitted by Mary McCluskey