

**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>November 9, 2016</b>
<b>Committee Chair</b>	Ken Thomas	<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; Bradlee Haley and Steve Sonheim, Poulsbo Twilight Criterium; Kathi Foresee, Viking Fest Corporation, Eric Mahler, Viking Avenue Merchants; Tammy Mattson, Tizleys Europub;		

Key Points Discussed		
No.	Topic	Highlights
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 10/12/2016	MSA JH/CL
<b>2.</b>	<b>Agenda Items:</b>	
A.	Special Event: Poulsbo Twilight Criterium and Viking Avenue Tree Lighting	<u>Poulsbo Twilight Criterium</u> : Mary introduced the organizers of the event. They brought positive feedback from the racers that had come to the June 11, 2016 event. In response to the 2017 special event permit request, some positive and some negative comments have been sent to the City. Even though some of the comments were negative, Connie said that the City has always worked with the HDPa and merchants. Jim and Ken both said that they had heard positives from residents. Ken wants to take to full council because other council members may have heard from the downtown merchants. Mary commented that this weekend is not graduation, and that the CF Walk is in the morning at College Marketplace. Tammy Mattson commented that as a business owner, it was a positive event that brought people to town. She said that this organization is very organized and accommodating. Communication was an issue internally in 2016, but they will work through

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		<p>these things. They may do a Sunday event if this one is approved. There was discussion that more directional signage is needed. The sponsors said that they want to work with the merchants so it is positive for everyone. The CSC voted to recommend approval to the full council (JH/CL). It will be on the December 14 agenda.</p> <p><u>Viking Avenue Tree Lighting</u>: Eric Mahler presented the event map to the committee. They are asking for additional lane closures, and traffic will be able to circulate at all times. The lanes will be closed and re-directed for up to one hour. Deputy Chief Andy Pate has approved the plan. The event set up is the same as last year. Santa and activities will be at Hudson's. CSC recommends approval. This is a repeat event, so no need to take it to full Council.</p>
B.	Skate Park Committee	Mary reported that resident Josh Fisher is working with her to start a citizen's committee for a new Skate Park in Poulsbo.
C.	Bench Sponsor Program Brochure	Mary presented an updated draft of the Bench Sponsor Program that will kick off in 2017. Ken said that they are planning a cemetery dedication on January 24.
D.	Glow Stick Walk Request	Mary reported that a group of moms and their children would like to do a "Glow Stick" walk from Waterfront Park to American Legion Park once a month from 5:30-6:30pm. Mary questioned whether they should do a special event permit because it is "after hours". The committee agreed that because this is barely outside of dusk, they can go ahead with the walk without getting a permit.
<b>3.</b>	<b>Department Head Reports</b>	Park Project Updates – none.
	<b>Council / Mayor Comments</b>	None

Minutes respectfully submitted by Mary McCluskey