



**City of Poulsbo
Community Services Committee
Poulsbo City Hall**

Subject	Regular Meeting Minutes	Date	February 8, 2017
Recorder	Mary McCluskey	Start Time	4:00 pm
Committee Chair	Connie Lord	End time	5:00 pm
Committee Members	Jim Henry, Connie Lord, Ken Thomas		
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative	
A.	Questions & Concerns of the Committee	Ken noted that the American Legion will present their park project request to Council 3/8/2017.
B.	Agenda and Extended Agenda Review	
C.	Approval of Minutes: 1/11/2017	M/S/A KT/JH
2.	Comments from Citizens	None
3.	Agenda items	
A.	Special Events: Winter Rendezvous Bonfire; Walk MS (revision)	CSC recommends approval of the Valisblot Bonfire at Waterfront Park on 2/11/2017. Mary said that the MS Walk on April 8 has been approved, but they have come back with some revisions: They would like (A) 4 porta potties on the grass, but Mike Lund does not support that. He would like them in the parking lot. (B) They are three areas where the sidewalk does not connect to the next sidewalk, or a light pole is in the way, which makes these areas non ADA. In these places only, they would like to encroach onto the street. Mary will check with them on how they will mark the areas. CSC is fine with these changes; no need to take it back to Council.
B.	Western Wa University Intern	Mary reported that WWU Parks and Recreation senior student Ethan Rowe will do his Spring quarter internship at Poulsbo Parks and Recreation. He will be involved in administrative activities, special events, and program

		planning.
C.	Tenant Request at Rec Center	The downstairs tenant, Cornerstone Baptist Church, has requested to put up a storage unit for yard equipment; and a 4' fence around the grassy area in the front. Mary does not want the storage until facing Front St, but is considering the south side of the building. She will continue to work with them. The CSC doesn't have issues with this, but would like it to look appropriate.
D.	Evergreen Mtn Bike Alliance: MOU revision	Becky met with Brian Kilpatrick recently, and he said that Evergreen will be getting the Pump Track completed. The permits cost more than anticipated, and they are moving slower than they had hoped. Staff had a discussion with Jim Haney, to see if there was a way to refund their permit fees since they are doing this for the community. He said yes, but it must be outlined in the MOU. The City will refund the fees (over \$11,000) once Evergreen completes the park; and Evergreen will be required to host one free community event per year. The Parks and Recreation Director will work with them on such event, but it could be education, skills development or a competition.
4.	Department Reports	<p>Park Project Updates.</p> <p>Nelson Park Connector Trail: Mary currently has the "pin pile" project out to bid. Once that part of the project is installed, the Rotary Club will build the stairs.</p> <p>Centennial Park: Mary held a meeting of people interested in improvements for Centennial Park. She wanted to be sure that the master plan is still relevant. The group agreed that it is. Mary has applied for one grant, and there is another one coming up. These grants would be for creek restoration, removing invasives and building trails. Ken asked about the future of the current Public Works site once Public Works moves out. Becky said that nothing is for sure, but the City received a grant to design a stormwater feature/park on the site. The creek needs to go back to its natural stream.</p> <p>Mary reported that she has sold 3 Waterfront Park benches. 14 are on order.</p>
5.	Misc. Mayor & Board Comments	<p>Jim asked about the waterfront park restrooms. Mary said that they will probably happen this fall – after the old city hall project is officially sold and there is cash flow. Connie asked where the Viking Fest carnival will go this year? Mary does not know, but will check in with Kathi Foresee.</p>

Minutes respectfully submitted by: Mary McCluskey