



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

Subject	Regular Meeting Minutes	Date	April 12, 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; WWU Intern Ethan Rowe		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	Ken added a discussion about the 50 th Vietnam War Commemoration.
C.	Approval of Minutes: 03/08/2017	M/S/A KT/JH
2.	Comments from Citizens	None
3.	Agenda items	
A.	Metropolitan Park District Exploratory Committee: Update	Becky reported that she is going to delay the formation of the MPD exploratory committee for at least a couple of months. The Planning Dept staff is currently overloaded with projects. The Sea Discovery Center negotiations have taken a lot of Karla's time. Ed has rejected the idea that Planning be the lead department. Becky has not yet decided who will lead the committee.
B.	Spring/Summer Recreation Program Review	The Spring/Summer brochure was mailed out March 27. Mary gave a review of upcoming classes. This brochure has 11 advertisements from outside vendors. These vendors must be involved with cultural, educational or recreational activities. The concert series has enough sponsors to host 6 nights of concerts. The Raab Park Youth Garden Master Gardener volunteers will host 7 Mondays of free fun. The P-Patch has rented 47 of 51 plots. There is a new program designed to entertain grandparents caring for grandchildren during the work day. Fish Park volunteers are hosting 2 nd Saturday guided walks through the park. And the Dept of Emergency Management is sponsoring Disaster Preparedness and Community Emergency Response Team (CERT) training.

		Mary also introduced Ethan Rowe, WWU student intern from the Recreation Program in Bellingham. He gave a review of programs that he has been working on since starting March 20. He will be with the department until June 3.
C.	Arbor Day Celebration and WWU Intern Project	The Arbor Day celebration will be Saturday, April 22, 11am at Centennial Park. In addition to planting one tree, WWU (Poulsbo) student Stephanie Moline has created tree identification signs that will be placed on posts near each tree. Each sign will identify the tree and has a printed QR code on it. Using a smart phone, the QR code will take the user to information about that tree. She has been working with the Tree Board since fall 2016 on this project. Mary also said that she is about ready to hand in permits for restoration work at Centennial Park.
D.	50 th Vietnam War Commemoration Celebration	Ken reported on a request from American Legion Post 245 regarding the 50 th Vietnam War Commemoration in 2017. They have asked that the City do a public proclamation for a Welcome Home Day for Veterans. They are also asking for space for a table to welcome and greet veterans, point them towards resources, and answer questions on May 7. The Mayor said that we can do both of those things.
4.	Department Reports/Park Project Updates	<p>Nelson Trail Easement: The contractor completed installing the stair foundation this week. The next step is for the Rotary Club to build the stairs.</p> <p>Skate Park: the committee met again March 20. The group is still considering different sites. Connie suggested that the group consider the Kitsap Transit transfer station on Hwy 305 that is no longer being used.</p> <p>Bench sales: 3 of the 11 new benches have been purchased.</p> <p>Bond Rd. house: The house is scheduled to close May 5.</p> <p>Poulsbo Pump Track update: There have been 3 recent work parties, and the park is starting to take shape.</p> <p>Liberty Bay Waterfront Trail neighborhood meeting 4/13/2017 5pm.</p> <p>Legislative Updates: The Mayor reported that quite a few Poulsbo projects are in the Senate or House capital budgets: \$750k for Morrow Manor housing; \$400k for the West Poulsbo Waterfront Park \$475k for Poulsbo's Fish Park Pedestrian Connection; \$500k for the new Fishline building; and \$800k for a shared use path up Finn Hill Rd to Vinland Elementary. The House and Senate are currently negotiating a final budget.</p> <p>4th Avenue trail: The Mayor said that PW is working towards on a solution as summer approaches. It will be a gravel pathway along both sides of 4th Avenue.</p>
5.	Mayor & Board Comments	None

Minutes respectfully submitted by: Mary McCluskey