



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

Subject	Regular Meeting Minutes	Date	June 14, 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; Dawn Shepherd, Betty Peterson, Rhonda (NK Relay for Life); Sandy Kolbeins, HDP		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 05/10/2017	M/S/A/ JH/KT
2.	Comments from Citizens	<p>Dawn Shepherd reported that the NK Relay for Life event will be July 14-15. They would like to Paint the Town Purple by adding purple bows on the street lights, or put a flag in a flowerpot. The mayor will ask the Council for a concurrence tonight.</p> <p>Sandy said that he was here to listen and to be aware of things going on downtown. Someone will be here each month. He said that the HDP wants to work together with the City. Mary asked about how the merchants felt about the Twilight Criterium this year. Sandy said that they need to draw people to come and watch. There were plenty of riders, but not many spectators. HDP will talk with them to join forces to get people to town. There were some winners and many losers. Maybe make it more of a bicycle festival weekend. They also want to work with Public Works to come up with a signage system. HDP wants to help make it better for everyone.</p>

3.	Agenda items	
A.	Special Events: Poulsbo Half Marathon; Lokalfest. Tattoos Cure Cancer	<p>Poulsbo Half Marathon: Mary reported that a new organization has taken over this event. They will not be doing the full marathon this first year, and will reassess for next year. This event will be Sunday, October 15. They asked for Waterfront Park, but with the park under construction, we need to work out something else.</p> <p>Lokalfest: This Volunteer Appreciation event will be Saturday, September 9. Sandy said that it will be replacing the street dance. KPLU will do on-location activities including a Jazz School competition. Local favorite Lemolo will be the headliner. Special event permit recommended by the committee. .</p> <p>Tattoos Cure Cancer: This family friendly event benefitting Seattle Children’s Hospital will be Saturday, June 24 from 3-7 pm. Activities in the waterfront park will include games, music, food and fun. CSC recommended approval (KT/JH).</p>
B.	Martha & Mary Bus Repairs	<p>Mary reported that the Martha and Mary bus has some recent bumper damage on the back end. None of the drivers experienced a collision, so it was determined that it was probably a hit and run. Parks and Rec does use the bus quite often (weekly), and M&M felt that it the damage happened “under our watch”. Mary and the Mayor agreed, and because we want to continue this great partnership, we should go ahead and pay for repairs. The estimate is \$4300 from John’s Auto Body. Mary did find another auto shop that would do repairs of this magnitude, but it was near the Bremerton Airport, and they are about 3 months out. It would be time consuming to get the bus to that facility.</p>
C.	Vinyl Banners on Highway 305 Signboards	<p>There was a discussion about allowing vinyl banners as an alternative to advertise in the two signboard areas on Highway 305. The plywood sheets are heavy and awkward to insert into the big frame. Mary said that she recommends some type of pulley system where people could easily hoist the banner up on the frame without using a ladder. The banners would need to be a heavy weight fabric with grommets and cuts to let the wind through. The Mayor said that her husband Jerry is good at these types of things, so she will ask him to take a look.</p>
4.	Department Reports: Park Project Updates	<p>Waterfront Park Restrooms. Mary reported that after a good discussion with the Public Restroom Company president, he recommended that we include a family restroom instead of double sinks in each side. Mary shared a picture of the floor plan. It also comes in a bit cheaper at \$235k. The Mayor and CSC both liked the plan.</p>

		<p>Nelson Park Trail easement. The Poulsbo Rotary Club has started on the stairs, and hopes to finish at their next work party.</p> <p>Poulsbo’s Fish Park/House Demolitions: The asbestos testing is complete, and abatement will begin July 18 for all three houses. Demolition of the houses can occur after that point.</p>
5.	Misc. Mayor & Board Comments	<p>Mayor: The Poulsbo Rotary Club has “adopted” the Nelson House as a project in conjunction with Coffee Oasis. Public Works will need to do a BA for a commercial electrician to inspect the wiring and the purchase of needed park maintenance equipment.</p> <p>Poulsbo Pump Track: The track is almost complete. The volunteers are doing a great job.</p> <p>Hillside Bench project. They have sold 3 benches.</p> <p>Food Network taping: The Mayor is getting nervous with the increased requests from different tv shows to tape in the City. She needs a policy and guidelines on filming in the city. Sandy commented that he was uncomfortable with a contract that one of them had presented to him in order to film in his restaurant. The Mayor also reported that she is working on a new mural near Central Market with Jim Mayo. She is looking into a pedestrian tunnel under 305 from the Edward Rose project to Fish Park. This would provide a trail connection to many areas.</p>

Minutes respectfully submitted by: Mary McCluskey