

**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>July 11, 2018</b>
<b>Committee Chair</b>	Ken Thomas	<b>Time Started</b>	4:00 pm
<b>Council Present</b>	Connie Lord, Abby Garland, Ken Thomas	<b>Time ended</b>	5:00 pm
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Mayor Erickson; Matt Brown, Poulsbo Police; Kris Goodfellow, Parks and Recreation		

<b>Key Points Discussed</b>		
<b>No.</b>	<b>Topic</b>	<b>Highlights</b>
1.	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	Connie asked when the public hearing for the Urban Paths of Poulsbo would be held. Mary said that the CSC will review the plan in September; Council will see it in October; and the public hearing will be during the Comp Plan process in early 2019.
C.	Chairperson Election	Ken Thomas was elected chair.
D.	Approval of Minutes: 6/13/2018 & 6/20/2018	M/S/A      CL/AG
2.	<b>Agenda Items:</b>	
A.	Summer Program Preview	Parks and Recreation Programmer Kris Goodfellow commented that it has been an exciting summer so far. Last night was the kick off for the summer concert series. Kris secures the sponsors and contracts with the bands. In July alone there are 53 camps, 37 classes, 6 softball teams, two senior trips and free community enrichment programs. She fosters partnerships with other organizations including KCMT and InMotion Dance Studio. The committee thanked her for the presentation.

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B.	After Action Report for Viking Fest	Deputy Chief Matt Brown talked about the after action report for Viking Fest and other community events. This type of report is important because it can be picked up and used to make the next event even better. They are currently working on the 3 <sup>rd</sup> of July report. They are working well with Kathi Foresee and Viking Fest Corporation. Connie said that neighborhoods continue to have issues with illegal fireworks. The police boat was out for both events, as were boats from other jurisdictions.
C.	Special Events: Bill Richards Memorial Regatta (August 18); 7th Day Adventist Church 5k (Sept. 9)	The only suggestion for the Regatta event is to have Kitsap Rowing contact the Liberty Bay Presbyterian Church for additional parking areas. Deputy Chief Brown asked if there would be safety boats used during the regatta. Mary said that there would be. Mary also reported that the City has placed a porta potty at Oyster Plant Park due to heavy use of the park this summer. CSC recommends approval (CL/AG).  There was some discussion about the use of the Wilderness Park trail for the Let's Move 5k Fun Run. Connie expressed concern that if there was rain, the trail could be muddy. They would like to see volunteers at the Hostmark/Caldart intersection. CSC recommended approval . CL/AG
3.	<b>Department Head Reports</b>	
A.	Park Project Updates	Mary gave updates on three projects. The Council will see the two state grant contracts for Poulsbo's Fish Park in August. The Centennial Park project is going well after 6 work parties and vegetation removal. Mary has two Eagle scouts willing to do projects at the park including trails. The new Nelson Park equipment has been ordered.
4.	Mayor/Council Member Reports	The Mayor believes that the carnival will not be in King Olaf parking lot in 2019 due to re-development of the site. She would like to see a committee work on this issue soon.  The plaque for Herb Armstrong has been installed on the big rock at Waterfront Park. Connie will work with Elda Armstrong to set up a dedication ceremony.

Minutes respectfully submitted by Mary McCluskey