

**City of Poulsbo
Community Services Committee
Meeting Minutes**

Location	Poulsbo City Hall, 3rd floor conference room	Date	August 8, 2018
Committee Chair	Ken Thomas	Time Started	4:00 pm
Council Present	Connie Lord, Abby Garland, Ken Thomas	Time ended	5:00 pm
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson; Pat Hightower, Parks and Recreation		

Key Points Discussed		
No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	None
C.	Chairperson Election	Completed July 2018
D.	Approval of Minutes: 7/11/2018	MSA CL/AG
2.	Agenda Items:	
A.	Special Events: Oktoberfest; Poulsbo Boat Rendezvous	<p>Oktoberfest: Mary asked that this be pulled from the agenda. The applicant has not returned phone calls to Kati Diehl, and there are too many unanswered details on the application.</p> <p>Poulsbo Boat Rendezvous: The applicant is proposing using the Port area and some parking areas in the Anderson Parkway. Connie said that if a new disabled parking stall is painted by mid-September, the applicant will need to make that stall available. Connie asked if the HDPa is aware of this event. Mary said that the HDPa Board is sent all special event applications and can comment. Connie will talk with HDPa at their meeting in August. CSC recommends approval to council: AG/CL</p>
B.	2019-2020 Budget	Mary reported that there are seven applications for 2019 Lodging tax funds. The LTAC is meeting this week, and the CSC will see their recommendations in September. Mary reviewed two New Program Requests for the next

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		<p>biennium. One is to move the Recreation Programmer position from a .5 FTE to a 1.0 FTE. The second request is to increase hours for the Preschool Coordinator from 37.5 to 40 hours per week during the school year. This would make the position a .9 FTE. Mary also presented Equipment Replacement requests, including two sailboats (one in 2019 and one in 2020); and carpet replacement in the large fitness room.</p> <p>Mary reviewed the staff recommended park projects for 2019-2020. Poulsbo's Fish Park (2018-2021) and Morrow Manor (2019-2020) will be the two big development projects. Other park improvement projects include finishing the sidewalks and landscaping at the waterfront park (2019), Austurbruin Playground Replacement (2019), and Lions Park Improvements (2020).</p> <p>There was some discussion about the concrete stairs near the boardwalk at the waterfront park. The mayor would like to see the stairs blocked off and the boardwalk checked every two years for structural integrity. She also suggested a splash pad for the Triangle Property next to Gateway.</p> <p>Program narratives will be discussed at the September meeting.</p>
C.	Department Head Reports	
	Park Project Updates	<p>Poulsbo's Fish Park – Mary has sent an RFQ to six consultants for this multi year project.</p> <p>Centennial Park: The City has received the HPA permit to place Large Woody Debris in Dogfish Creek.</p> <p>Summer programs are going very well. This has been a very strong summer.</p>
	Mayor/Council Member Reports	None

Minutes respectfully submitted by Mary McCluskey