

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

Location	Poulsbo City Hall, 3rd floor conference room	Date	Oct. 10, 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; Council member Dave Musgrove (noticed for quorum); Debra Vaughn, Poulsbo – NK Rotary Club; Karla Boughton, Planning and Economic Development Director		

Key Points Discussed		
No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	
C.	Approval of Minutes: 9/12/2018	M/S/A CL/AG
2.	Agenda Items:	
A.	ADA Playground Project (Poulsbo-NK Rotary Club)	Mary introduced Debra Vaughn of the Poulsbo-NK Rotary Club. Mary and Debra have met on two different occasions to discuss a new project to build an ADA playground in one of the city parks. Rotary has formed a subcommittee to explore the planning and fundraising for such a project. They want to partner with the City, other service organizations, parents and the community at large. The goal is to make it a special place for all children and adults. She has met with Darla Hicks of Evergreen Park in Bremerton. Debra shared photos of the almost \$500k playground. This playground serves children with vision, auditory, mobility, and sensory processing special needs.. Debra has put together some project steps including: (1) Develop a mission statement; (2) Review ADA laws;

Key Points Discussed

No.	Topic	Highlights
		<p>(3) Identify the target audience; (4) Put together a physical plan; (5) Funding; and (6) Site selection. Raab Park is a good choice, but may not be the only possibility.</p> <p>Dave Musgrove reminded the group that identifying ongoing costs for maintenance is important. The CSC is very supportive but would like Debra to come back once the plan has progressed. Becky recommended starting small. Maybe add a piece or two to existing playground.</p>
B.	Special Events: New Year's Eve wedding	<p>Mary presented a park use application to hold a wedding and bonfire in the Waterfront Park on 12/31/2018, after hours (6-8pm). The committee recommended approval.</p>
C.	Bike Share Program	<p>Becky has been approached by different bike-rental companies, who want to offer them in Poulsbo. She felt that she needed input by the Council, and wanted to ask whether Poulsbo wants a bike rental program. Dave commented that the Port has been approached by vendors as well. It sounds like many of the vendors are looking for subsidies from local government. Connie commented that the City has a lot on its plate. Where would they be staged? There aren't many locations in downtown that could support a rack and bikes. Does the City want to be in the business of monitoring bikes? There are liability issues to be wary of. Becky feels that Poulsbo is too small. The demographics probably wouldn't support such a program. If a business owner would like to rent space and do such a bike rental business, that would be supported. Let an entrepreneur do it.</p>
D.	Kitsap PFD Proposal	<p>The Kitsap Public Facilities District is accepting proposals for new projects in Kitsap. Mary presented information that the Mayor and staff have put together concepts in order to make a project proposal to the PFD by 12/31/2018. The request would be for a feasibility study/space analysis for an event/recreation center with multiple organizational partners. Staff is</p>

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		excited that this would be a project that would really make a difference in the community by providing large meeting spaces and tournament quality recreational facilities. The opportunity is here, and all agreed that the right time to start the discussion is now. Karla said that she has professional services that would pay for a resource consultant to help pull the scope of the project together over the next two months. CSC recommended moving forward (CL/AG). The Mayor will ask Mary to review this with the full Council tonight.
3.	Department Head Reports	
A.	Park Project Updates	Mary commented that the contract for project management of the Fish Park project with Fischer Bouma Partnership is on the Council agenda tonight. Centennial Park is going along just fine. The trails are done. It will be hydroseeded next week.
4.	Mayor/Council Member Reports	<p>Mayor Erickson has been dealing with requests from Food Trucks to set up in a park and sell food. The downtown area is off limits. Connie expressed concern that these trucks take away from other businesses; Becky said that it is healthy to let businesses compete. One of the Health Department rules is that they must have the ability to wash hands and have a bathroom. Maybe this is a policy question – should the city allow them to use public property? It was agreed that this should go to the Economic Development committee.</p> <p>Becky shared that she has a local person who has a small bus/trolley for hire, and wants to take people between breweries. They must be insured and licensed.</p> <p>Becky has looked into wrapping the light standards on Viking Way to look like candy canes. The price has come in at \$27,000. She is considering options.</p>

Minutes respectfully submitted by Mary McCluskey