

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

Location	Poulsbo City Hall, 3rd floor conference room	Date	March 13, 2019
Committee Chair	Abby Garland	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; Lana Tarr, Girl Scouts; Josh Fisher, Skate + Park project		

Key Points Discussed

No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	Ken gave an American Legion Park project update. Post 245 has completed their fundraising, but bricks are still available for sale. They want to have the project completed by November 2019.
B.	Agenda and Extended Agenda Review	None.
C.	Approval of Minutes: 01/09/2019	M/S/A KT/CL February 13 CSC meeting cancelled due to snow.
	Agenda Items:	
2.	Special Events: Day of Positivity (new -June 8); Viking Tour (May 19) Community Blood Drive (May 30)	Day of Positivity: Lana Tarr is standing in for Geneva Newell and the Day of Positivity. This new event is about youth supporting youth and random acts of kindness. She has been making cards for Children’s Hospital patients for a couple of years, and has created over 400 handmade cards. No money will be exchanged at the event. No donations accepted. CSC recommends approval. Viking tour – Recommend by CSC. Blood Drive - Recommend by CSC.
A.	Update – Community P-Patch and Youth Garden programs	The new P-Patch Coordinator is Donna Rae George. She is busy getting things ready for the P-Patch orientation on April 13. Public Works has completed a small renovation at the Youth Garden. This was necessary so that the Vactor truck could easily make it to the manhole cover.
B.	Kitsap PFD Project Update	Karla Boughton, Peter Battuello and Mary gave a presentation to the Kitsap PFD board on Monday, asking for funding for the PERC. Becky attended the presentation and said that it went well. The PFD thinks that they will fund 2-3 projects. We should know more by early May.

C.	Spring-Summer Program Review	Mary showed the CSC the 64 page (up from 56) catalog of Spring-Summer classes that has gone to the printer.
D.	Skate Park Resolution	The committee reviewed the draft resolution that would dedicate the current Public Works site to a future Skate + Park once Public Works moves to their new site. This would be the anchor project, with other park or environmental improvements added. Becky reminded the CSC that Coffee Oasis leases one parcel. Part of the site is owned by the proprietary funds, and the general fund would need to purchase the property from the utilities. After more discussion, it was recommended that there be a workshop with the Council on the question as to whether the site should be dedicated for this future purpose. Becky asked that the committee send Mary any questions they may have in preparation for the workshop. Becky will talk with Dave Fredrick regarding the Coffee Oasis lease or possible parcel sale. Could this be a piece of the funding source to park? Josh commented that he would like to put on a fundraiser for the project, maybe as a part of a community event this summer. Mary will send him Kathi Foresee's contact information for the 3 rd of July event.
3.	Department Head Reports	
A.	Park Project Updates	<p>Mary reported that the Arbor Day celebration will be Saturday, April 13, 11 am at Centennial Park. She also reported that the city received a DNR grant to complete the arboretum at the park. Plantings will be in the fall.</p> <p>Austurbruin Park: The Parks and Recreation Commission held an Open House on February 25. Only 2 neighbors were in attendance, but it was agreed that the playground area at the park should remain for children. The brief survey that was sent to the neighbors had 8 respondents. Some showed interest in adult exercise equipment, but after discussion, it was agreed that it should remain a play area.</p> <p>Poulsbo's Fish Park: Mary showed the most recent plan for new trails and parking at Poulsbo's Fish Park. The Critical Areas Permit has been submitted.</p>
4.	Mayor/Council Member Reports	The Mayor reported that the WWU/OC banners will be going up this week. The Morrow Manor short plat has been signed, and after it is recorded at the County, the Morrow Manor parkland will officially be the city's property. She also reported that Public Works has discovered an illegal grave in the city cemetery. They will leave a sign asking that it be removed within a month.

Minutes respectfully submitted by Mary McCluskey