

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

Location	Poulsbo City Hall, 3rd floor conference room	Date	September 11, 2019
Committee Chair	Ken Thomas	Time Started	4:00 pm
Council Present	Connie Lord, Abby Garland, Ken Thomas	Time ended	5:07 pm
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson; Gary McVey; Ken Park		

Key Points Discussed

No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	Connie commented that it was good to see the Viking Fest recap report.
B.	Agenda and Extended Agenda Review	No changes.
C.	Approval of Minutes: 08/14/2019	MSA. CL/AG
2.	Agenda Items:	
	Special Events: PoulsBrew	<p>The event is planned for Saturday, Sept. 21 from 1-7pm in the Poulsbo Village parking lot. After some discussion, the CSC recommended approval AG/CL. Ken will bring this up to Council tonight for approval as there will be no Council meeting on Sept. 18.</p> <p>Becky reviewed the many events in Poulsbo on Saturday, Sept. 7: the HDPA Car Show was a huge success. The town was filled. They may need to close off a portion of Anderson Parkway to accommodate additional cars and pedestrians. Kids Day at 1st Security Bank was very full with lots of kids. The Poulsbo Community Orchestra BBQ had a successful event and raised a lot of money.</p>
B.	Rotary Morrow Community Park review	Mary reviewed some modifications that can be made to the plan in order to save some funds. The southern parcel does not need to be developed. Trees will be maintained, brush cleaned up and trails added. Some value engineering will need to be done to cut back on amenities. Poulsbo Meadows will be paying park impact fees for 40 homes. These funds may be dedicated to the park improvements. There was discussion about whether restrooms will be needed in

		the future. The project is not fully funded. Mary will work with Fischer Bouma to make these changes.
C.	Tourism Promotion Area	Mary reported that Terri Douglas of the Poulsbo Inn is considering a recommendation to create a Tourism Promotion Area (TPA) for Poulsbo. They could leverage up to \$2 per room per night that would be dedicated to tourism projects. The hotels must file a petition with the City Council, which would be followed by a public hearing. The CSC asked that Terri come to a future meeting. TPA is under RCW 35.101
D.	Highway 305 Greenway	Becky reviewed the Highway 305 mitigation property that was created with the 1999 highway improvements. It is almost time to dedicate the 13 acres to the city. Becky has talked with WSDOT and it should be turned over by February 2020. Once it is connected to the Klinge Property and Kiwanis Park it will total about 25 acres. It is also connected to an undeveloped Housing Kitsap parcel with a hidden tennis court. The agreement with WSDOT is that it cannot be developed and must be maintained. The City could add walking pathways and benches. There are many large trees and heavily wooded land. There has also been some dumping on the site. This acreage is on the City's parkland inventory.
E.	Community Art Funding	Becky noted that the Poulsbo Art and Landscaping Committee has been meeting to discuss Noll Rd landscaping and art. The old police station is about to close and the new development will be permitted. Becky would like to take \$100,000 from this property sale to boost the Borgen Beautification fund. This fund could fund art on public property. She said that the City will need \$25k for the Johnson Rd roundabout area. The projects would need to fund 50% of the art. The balance of the property sale would go towards the new public works yard. The Borgen fund was created by a family many years ago and started with \$10,000. It has accumulated to \$40k but has been used on projects including the Viking statue.
3.	Department Head Reports	
A.	Park Project Updates	Mary gave an update on the Waterfront Park

		<p>improvements that began this week. The Austurbruin playground will be installed next week. She also asked for an opinion on making the outdoor basketball court multi use by adding Pickleball lines on the court. She expressed concern about two groups on the court at the same time, but good signage could help alleviate issues.</p>
4.	Mayor/Council Member Reports	<p>Abby asked for an update on the PERC project. Mary said that it scored 2nd of 7, and the City hopes to be in line for funding. Becky said that there appears to be less funds available at this time – but that is not totally clear. The PFD has asked the City to sign an ILA for initial feasibility, and Jim Haney is currently reviewing the ILA. The City has already completed some survey/marketing work on this in 2016 when the YMCA was being considered.</p> <p>Ken reported that the American Legion Park project is complete. The dedication ceremony will be September 28, 10am. There have been additional requests for more brick purchases. The American Legion Post is setting up a process for people to buy additional bricks as there is room for more.</p>

Minutes respectfully submitted by Mary McCluskey