

**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>October 9, 2019</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           |  |                        |
| Key Points Discussed   |  |  |                        |
| No.                    | Topic  | Highlights   |                        |
| 1.                     | <b>Administrative:</b>   |  |                        |
| A.                     | Questions & Concerns of the Committee                          | None.  |                        |
| B.                     | Agenda and Extended Agenda Review                              | Add F – NKHS Homecoming Parade   |                        |
| C.                     | Approval of Minutes: 09/11/2019                                | M/S/A AG/KT  |                        |
| 2.                     | <b>Agenda Items:</b>   |  |                        |
| A.                     | Terri Douglas – Poulsbo Inn                                    | Terri introduced the idea of a Tourism Promotion Area. This is an assessment on a hotel room. The hoteliers have to petition City Council to create the TPA. The hotels must have 40 or more rooms. There are two hotels in the city currently, but the TPA could set the area and some of it could be outside of the city limits. Bed and Breakfast businesses could be a part of the TPA – the hoteliers would make an association. The minimum assessment is .50 and up to \$2 per room night. The TPA association would set where the money would go to. Terri would like to see it go to the event coordinator. This is needed in Poulsbo. is needed. Based on \$2 per night, the Poulsbo Inn would have brought in \$40k. Once the Guest House Suites is added into it, the total might be \$65,000. Ken said that he like that this assessment would be parallel to the lodging tax. Terri will talk with Micah Kim about the petition. |                        |
| B.                     | LTAC Recommendations   | Mary distributed the 2020 recommendations by the LTAC. There were \$306,700 in requests from 11 organizations. The LTAC is recommending \$150,000 to the organizations, with \$5,000 to be re-considered after 2019 is completed and final revenue numbers are in.   |                        |

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| C.  | Update on the PERC  | Mary reported that City staff had a very good meeting with KPRD staff last week. Both sides are very close to agreeing on the ILA for the feasibility and outreach study for the PERC project. If all goes as planned, it may begin after the first of the year. Poulsbo presented the idea of phasing the project, and they were positive about that process. One phase leads into the next one. The ILA will go to the PFD board at the end of October. A second piece to this is how/if/when to sunset the original ILAs for the NKREC. |
| D.  | Daffodil Days (Nov. 2), Salmon Tours (Nov. 9), Centennial Tree Planting (Nov. 16) | Mary reported on the upcoming events in November. Everyone is welcomed to join in!   |
| E.  | Christmas Carousel  | Kathi Foresee has found a carousel in Las Vegas. It can be trucked up here, and set up between Yulefest and Christmas Eve in Anderson Parkway. It will take up 8-10 car spaces. HDPa supports it. Becky will be working on funding to bring it here.   |
| F.  | Special Event – NK Homecoming Parade  | Repeat event: The annual NKHS Homecoming Parade will be Wednesday, Oct. 23. It starts at First Lutheran Church and ends up in the Waterfront Park for a Pep Rally.   |
|     | <b>Department Head Reports</b>  |  |
| 3.  | Park Project Updates  | Mary showed a brief PowerPoint on the three park improvement projects: Austurbruin playground improvements, Waterfront Park sidewalks and landscaping, and the log structure at Fish Park.   |
| 4.. | <b>Mayor/Council Member Reports</b>   | The Mayor talked about the difficulty of the Christmas Tree Lighting on Viking Avenue. This may be the last year as the merchants have not been involved.  |
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Minutes respectfully submitted by Mary McCluskey