



City of Poulsbo Community Services Committee Virtual Meeting

Subject	Meeting Minutes	Date	September 8, 2021
Recorder	Pat Hightower	Start Time	4:08 pm
Committee Chair	Connie Lord	End Time	4:46 pm
Committee Members	Britt Livdahl, Connie Lord		
Staff Present	Dan Schoonmaker, Pat Hightower, Parks & Recreation; Mayor Becky Erickson		
Meeting Video: https://cityofpoulsbo.com/poulsbo-city-council/city-council-watch-recorded-city-council-committee-meetings/			
No.	Topic	Action/Recommendation/Discussion	
1.	Questions and Concerns of the Committee	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: None.	
2.	Agenda and Extended Agenda Review	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None.	
3.	Approval of Minutes: 8/11/21	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: M/S/A BL/CL	
4.	Comments from Citizens	<input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None.	
5.	Special Events Permits	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Downtown Trick or Treat, Oct 31- The event will be the same as other years. Anita Albala of HDPa reported that the HDPa board is hesitant about holding the event under the current covid conditions and they will be deciding at their board meeting on Monday. She would like to talk more to Kathi Foresee at the Chamber to find out if they are doing the drive-up event that they did last year. The Mayor is uncomfortable with the downtown event and if it goes forward, would insist that masks be required. Anita will pass on the Mayor's concerns and let the committee know what is decided. Connie will also be attending the board meeting. If it goes forward, Anita will make sure the mask requirement is posted in all advertising.	
6.	Parks & Recreation Mid-Biennium Budget Requests	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Dan reviewed the department's expenses and revenues through July 31, 2021. In August, the department achieved 100% of its budgeted	

		<p>revenue for the year. Staff has discussed the 2022 budget projection and feel that it is obtainable, so will not be reducing it. Dan is requesting that both programmers be moved to 40 hours in 2022, keeping Kris as the Recreation Programmer, and switching Rachel to the Parks Programmer, at an additional cost of just over \$71,000. Improvements to the Parks & Recreation Building have been added to the budget. The estimate is \$250,000 & would come from Park Impact fees and Parks Reserves. The boardwalk repairs will most likely be higher than \$50,000. Parametrics is coming up with a plan to fix it. Dan will have a better idea of the costs within the next month. He will present the budget amendment to the full council next Wednesday. Becky is pleased with how the department is bouncing back and thriving. Britt agreed and said she's encouraged by how resilient the department is.</p>
7.	Rotary Morrow Community Park Update	<p><input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested:</p> <p>The bid opening was held on August 31. Due to an error in the documentation of the awarded bid, the second-lowest bid of just over \$135,000 was accepted from GEC NW. This bid is \$25,000 over budget. There is money in reserves to cover it, and Dan asked for a recommendation to either accept the higher bid or to reject all of them.</p> <p>The committee passed a recommendation to accept the bid from GEC NW. M/S/A BL / CL</p>
8.	Mayor / Council Reports	<p>Connie reported that discussion at the last HDPA meeting was about parking and outdoor dining. There are concerns about parking for downtown business staff once 3rd Ave is torn up for construction.</p>
9.	Adjournment.	<p>Next Meeting: October 13, 2021 M/S/A CL/BL</p>