



City of Poulsbo Community Services Committee Virtual Meeting

Subject	Meeting Minutes	Date	February 9, 2022
Recorder	Dan Schoonmaker	Start Time	4:03 pm
Committee Chair	Connie Lord	End Time	5:01 pm
Committee Members	Britt Livdahl, Gary McVey, Andrew Phillips		
Staff Present	Dan Schoonmaker, Parks & Recreation; Mayor Becky Erickson, Kathi Foresee, Poulsbo Chamber of Commerce		
Meeting Video: <i>The video recording for this meeting is not available due to technical difficulties</i>			
No.	Topic	Action/Recommendation/Discussion	
1.	Questions and Concerns of the Committee	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input 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: 1/10/22	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: M/S/A BL/GM	
4.	Election of Chair	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Councilmember Phillips nominated and accepted M/S/A BL/GM	
5.	Special Events: 1. Poulsbo Beer Run 2. June Tunes	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Poulsbo Beer Run: This is an annual event that has been planned and operated as it had in previous years. All required paperwork had been submitted and staff had approved the permit. No discussion from the committee members. June Tunes: This is a new event for the applicant, West Sound Academy. Application was complete and approved by staff. No discussion from the committee members.	

6.	Poulsbo Rotary Donation	<input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: <p>As part of their continuing support Play for All @ Raab Park Project, the Poulsbo Rotary Club donated \$30,000 for the purchase of a piece of playground equipment. Specifically, the donation is going toward a “we-go-round”, which is a fully inclusive merry-go-round that is wheelchair accessible.</p> <p>Councilmember McVey began a discussion regarding the on-going maintenance and future replacement of the equipment that was going to be donated. This led to a larger discussion on parks and recreation maintenance budget and considering the creation of replacement budget for parks equipment and recreation equipment. Mayor Erickson and Dan will work on this as part of 2023/24 budget process.</p>
7.	Rotary Morrow Community Park – Phase 1 Completion and Acceptance	<input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: <p>Dan gave a short presentation that outlined Phase 1 of Rotary Morrow Community Park. Phase 1 began in August of 2021 with selection of the contractor and was completed in January 2022. Phase 1 included clearing trees, some minor grading, and the installation of over 500’ of gravel trail. The contract amount was \$135,166.54 and the final paid contract was \$130,988.91.</p> <p>Committee recommended acceptance of this project as completed</p> <p>M/S/A GM/BL</p>
8.	Budget Amendment for the PERC	<input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: <p>Dan gave a presentation in reference to a budget amendment of \$10,000 for casual labor to be used for the completion of the Poulsbo Events and Recreation Center (PERC) Feasibility Study. Specifically, these funds will be used to retain Karla Boughton as she completes the Feasibility Study for this project.</p> <p>Committee recommended approval of this budget amendment</p> <p>M/S/A BL/AP</p>

9.	Safe Place Project – Update	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: Dan gave a short presentation and update on a project that the Parks and Recreation Department is working on with a group from Leadership Kitsap. The project will create a safe and comfortable space that first responders, police navigators, and other community advocacy groups can use to speak with and connect victims of domestic violence and their families with resources. The Leadership Kitsap group is raising funds for this project through sponsorships. The project will likely be completed in April 2022.
8.	Adjournment	Adjournment called at 5:01 M/S/A GM/BL