

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

Location	Poulsbo City Hall, 3rd floor conference room	Date	April 8, 2020
Committee Chair	Britt Livdahl	Time Started	4:00 pm
Council Present	Britt Livdahl, Connie Lord, Andrew Phillips	Time ended	4:33 pm
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson; Debbie Booher, Finance; Rhiannon Fernandez and Kati Diehl, Clerks Dept; Chief Dan Schoonmaker; Kathi Foresee, Viking Fest Corporation; Parks and Recreation employees Pat Hightower, Kris Goodfellow, Joe Schiel, Andrea Austin		
Key Points Discussed			
No.	Topic	Highlights	
1.	Administrative:		
A.	Questions & Concerns of the Committee	Connie asked that the meeting be adjourned by 4:50 pm to prepare for the next meeting.	
B.	Agenda and Extended Agenda Review	Mary asked to add: PERC review committee; review of P&R Programs.	
C.	Minutes of 03/11/2020	M/S/A CL/AP	
2.	Agenda Items:		
A.	Special Event Permits Review: 3 rd of July; Boat Rendezvous; Viking Fest	<p>The Viking Fest permit was pulled because the event has been cancelled for 2020.</p> <p>Poulsbo Boat Rendezvous: August 28-29 at the south end of Waterfront Park near the marina and in Anderson Parkway. They need about 10 parking spaces to display the Poulsbo boats. There will be no vendors. There were no concerns from the CSC.</p> <p>3rd of July – Kathi Foresee gave an update on the event. Andre from VFC has been working with the Chiefstick family. They wish to have a memorial for Stonechild Chiefstick in the park on July 3 so people can visit. Kathi said that they will set aside some parking stalls hear the memorial area. The family is pleased that the VFC will do a moment of silence at the opening ceremonies. Becky said that the event will need increased security that may cost \$20k. It maybe be available from LTAC or reserves.</p> <p>Britt agreed that the LTAC funds would be appropriate.</p> <p>Mayor stated that she is still unsure whether the event will be</p>	

		allowed to happen due to the Covid 19 pandemic. She would like to table it to next month if possible. Kathi said that waiting until the May 13 meeting would be fine. They have ordered some fireworks, but these can be stored for 2021 if needed. Vendor apps won't be released until June 1.
B.	PERC - RFP submittals	Mary reported that the City received 4 submittals on the RFP for Feasibility of the PERC project. Karla is putting together a virtual review committee and asked if any of the CSC members would like to review the responses. Andrew volunteered to be a part of the review process.
C.	Update on Parks and Recreation Programs	Mary reported that the Parks and Recreation staff is continuing to plan for future programs without knowing exactly when programs might start up again. Now that the schools are closed until at least June 19, when can Parks and Rec use the facilities? If the Governor lifts the Stay At Home order on May 4, can Parks and Recreation start programs again? More questions than answers at this point. Connie complimented the staff on the newsletter that was recently emailed.
3.	Department Head Reports	
A.	Park Project Updates	None
4.	Mayor/Council Member Reports	<p>Becky reported that she has kept the parks open, but this week Public Works added signage at each park to remind people to maintain 6' social distancing. She has not seen too many people in the parks. People are out walking. She feels that it is important to have parks open for mental well being. Some people have questioned this policy.</p> <p>The Mayor had a message to the Parks and Rec staff – she wants to keep everyone employed. She says that it is important that the recreation program is preserved.</p> <p>Connie thanked the Mayor for keeping the parks open.</p> <p>Connie asked Chief Dan if he had anything to add to the conversation about the 3rd of July event. Dan said that he is working with the Viking Fest Corporation on the event and is looking forward to learning more. Covid 19 issues may make it hard for a traffic management company to help manage the traffic during a large event. If there is a memorial in the park, how will that be managed if a large group shows up all at once? He will continue to work with them.</p>

Minutes respectfully submitted by Mary McCluskey