

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

<b>Location</b>	<b>Virtual</b>	<b>Date</b>	<b>May 13, 2020</b>
<b>Committee Chair</b>	Britt Livdahl	<b>Time Started</b>	4:00 pm
<b>Council Present</b>	Britt Livdahl, Connie Lord, Andrew Phillips	<b>Time ended</b>	4:45 pm
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Mayor Erickson; Andrea Austin, Pat Hightower, Kris Goodfellow, Parks and Recreation		
<b>Key Points Discussed</b>			
<b>No.</b>	<b>Topic</b>	<b>Highlights</b>	
1.	<b>Administrative:</b>		
A.	Questions & Concerns of the Committee	Connie confirmed that the 3 <sup>rd</sup> of July Fireworks have been cancelled.	
B.	Agenda and Extended Agenda Review	Mary asked to add two items: an updated on the PERC and a review of a RCO Grant Resolution.	
C.	Minutes of 04/08/2020	M/S/A CL/AP	
2.	<b>Agenda Items:</b>		
A.	Parks and Recreation – program recovery plan	<p>Mary reported on the Poulsbo Parks and Recreation Recovery and Re-Engagement Plan that the dept staff has been working on for a couple of weeks. This plan is based on the Governor’s original 4-phase plan dates. These will be subject to change and revision as needed. Health and safety protocols are being put together to allow people in the recreation center and participating in programs. The dept will open in stages: (1) June 1-5: staff only will be in the building to gets things ready and work on programs. (2) June 8-June 19: the building will be open to people to come in and register for programs. (3) June 22-26: building rentals may resume (under 50 people) and some programs will start up. (4) June 29 and on: more and more programs will be offered based on the ability to follow protocols. This will be assessed continuously. Mary said that there are still some outstanding questions such as summer use of school district facilities.</p> <p>Connie had a few questions pertaining to protocols and programs. She asked if the City would request a COVID test to someone who has been sent home before they can</p>	

		participate again. Becky said no – but people need to be asymptomatic and fever free for 72 hours. We will monitor temperatures of participants. There was some discussion on janitorial and cleaning throughout the day. Mary will be working with Mike on this, but staff will need to wipe down highly used areas. The P-Patch has been operating with protocols in place including Lysol to wipe down handles and a handwashing station.
B.	PERC Update	Mary reported that interviews for a consultant for the PERC feasibility study were conducted at the end of April. Three were interviewed and Perteet of Everett was the unanimous choice by the 10 person committee. This is the same firm who helped the City put together the plan and presentation to the Public Facilities District for funding. Andrew was on the committee and added that Perteet really understands the project. Karla will bring the contract to Council May 20.
C.	Recreation and Conservation Office (RCO) Resolution	Mary presented a resolution that will be on the Council agenda May 20. This resolution allows the City to apply for two grants through the RCO for Play for All at Raab Park.
3.	<b>Department Head Reports</b>	
A.	Park Project Updates	Mary reported that the Fish Park project is very close to going out to bid. She will be having a project Open House at the park in early June.
4.	Mayor/Council Member Reports	<p>Becky reported that the Engineering Dept is having a pre-construction meeting with the owner of the new Fairfield Hotel at College Marketplace. He is ready to move forward but needs to request a waiver from the Governor’s office to start a new project. Becky will be reaching out to Mr. Kim about the Vista Pathway easement.</p> <p>Becky will be sending the business recovery plan to the Council by the end of the week. She also wants to create more pedestrian walkways on city streets to encourage 6’ of separation. This will involve a wider fog line where there are no sidewalks and re-stripping of other areas. The City has signed a new contract with Kitsap County to do the striping. She said that the city can use CARES funds to get this work accomplished.</p>

Minutes respectfully submitted by Mary McCluskey