

## POULSBO DISTRIBUTION SCHEDULE

**RESOLUTION NO. 2025-18**

**SUBJECT: Parks & Recreation Fee Schedule Update**

### CONFORM AS TO DATES & SIGNATURES

- ☒ Filed with the City Clerk: 11/26/2025
- ☒ Passed by the City Council: 12/17/2025
- ☒ Signature of Mayor
- ☒ Signature of City Clerk
- ☐ Publication: \_\_\_\_\_
- ☐ Effective: \_\_\_\_\_

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Kati Diehl

Deputy City Clerk

12/18/2025

Date

**RESOLUTION NO. 2025-18**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, ADOPTING A FEE SCHEDULE FOR PARK AND RECREATION FEES AND CHARGES PURSUANT TO PMC 3.12.010, 3.12.050(A) and 3.12.050(B)**

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**WHEREAS,** PMC 3.12.050(A) adopts a fee schedule for parks and recreation fees and charges processed by the City, and PMC 3.12.050(8) adopts a fee schedule for sign permits; and

**WHEREAS,** PMC 3.12.050 and 3.12.010 provide that the fee schedules for parks and recreation fees and charges and sign permits can be adopted and amended by the passage of a resolution by the Poulsbo City Council; and

**WHEREAS,** the Parks and Recreation Fees and Charges Schedule has not been updated since 2014; and

**WHEREAS,** the Parks and Recreation Director recommended that the City Council adjust fees to align with current market rates and retain affordability for resident usage; and

**WHEREAS,** the Poulsbo City Council desires to adopt the fee scheduled as provided herein;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

Section 1. Fee Schedules. The Park and Recreation Fees and Charges Schedule as set forth on Exhibit A and incorporated herein by this reference as if fully set forth is adopted by the City pursuant to PMC 3.12.050(A) and 3.12.050(8).

Section 2. Effective Date. This resolution shall take effect and be in full force upon passage by the City Council. All applications filed after the passage of this resolution shall be charged fees based on the Park and Recreation Fees and Charges Schedule attached as Exhibit A.

**RESOLVED** this 17<sup>th</sup> day of December 2025.

Signed by:  
  
 12C4BDCB4DDD40B...  
 REBECCA ERICKSON, MAYOR

ATTEST:

Signed by:  
  
 D21DA14DCC754A8...  
 RHIANNON FERNANDEZ CMC, CITY CLERK

FILED WITH CITY CLERK: 11/26/2025  
 PASSED BY CITY COUNCIL: 12/17/2025  
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#### Exhibit A

##### Park and Recreation Fees and Charges Schedule

Title <sup>1</sup>	2026 Rate/Fee/Charge
Social Activity Permit	\$50.00 per two-hour use; \$15 additional hour
Gazebo use	\$50 per two-hour use; \$15 each additional hour
Permitted commercial activity	\$75 per use
Public service instructional classes	\$75 per session
Resident fee discount for applicants who reside within Poulsbo city limits	\$10
Sign Permits - Two community event signs on State Route 305, one at the intersection with Hostmark Street and the other near the intersection with Viking Avenue	\$75 per sign for each one-week reservation
Sign Permits - Fee discount, for the community event signs on State Route 305, for advertising events held within the Poulsbo city limits	\$25