



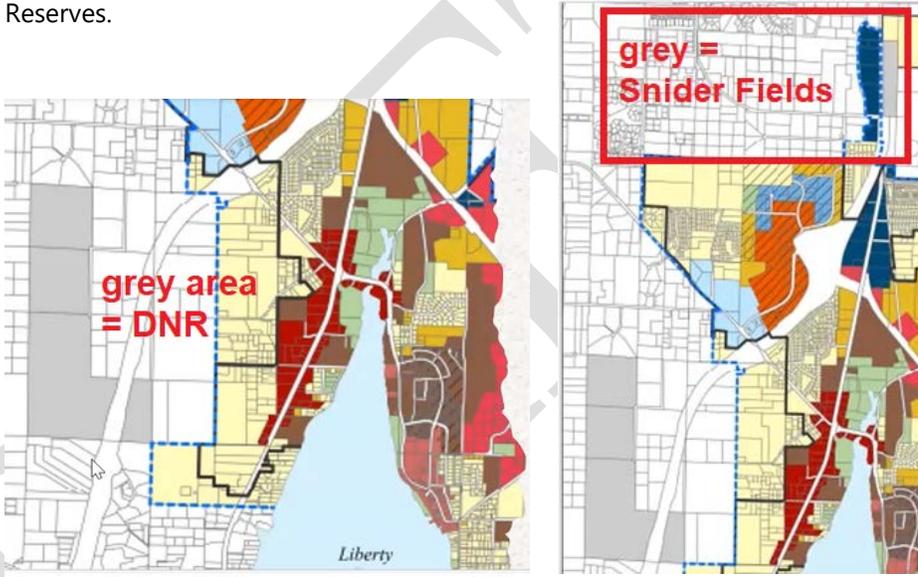
## City of Poulsbo Community Services Committee Virtual Meeting

|                          |   |                   |                        |
|--------------------------|---|-------------------|------------------------|
| <b>Subject</b>           | <b>Meeting Minutes</b>  | <b>Date</b>       | <b>August 10, 2022</b> |
| <b>Recorder</b>          | Lin Wilson  | <b>Start Time</b> | 4:00 pm                |
| <b>Committee Chair</b>   | Andrew Phillips   | <b>End Time</b>   | 4:55 pm                |
| <b>Committee Members</b> | Andrew Phillips, Britt Livdahl  |                   |                        |
| <b>Staff Present</b>     | Dan Schoonmaker and Kris Goodfellow, Parks & Recreation; Mayor Becky Erickson; Kathi Foresee, Poulsbo Chamber of Commerce |                   |                        |
| <b>Visitors Present</b>  |   |                   |                        |

**Meeting Video:** <https://vimeo.com/730032184>

| No. | Topic  | Action/Recommendation/Discussion  |
|-----|--|---|
| 1a. | <b>Questions and Concerns of the Committee</b> | <input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br><input type="checkbox"/> Further Action Requested:<br>None.   |
| 1b. | <b>Agenda and Extended Agenda Review</b>       | <input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br><input type="checkbox"/> Further Action Requested:<br>Moved the 2023/24 Budget proposal presentation to be pushed to when the new council workshop happens in the 1 <sup>st</sup> & 2 <sup>nd</sup> weekend of September.  |
| 1c. | <b>Approval of Minutes: 7/13/22</b>            | <input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council<br><input type="checkbox"/> Further Action Requested:<br>M/S/A   BL/AP   |
| 1d. | <b>Comments from Citizens</b>                  | <b>None.</b>  |
| 2a. | <b>Special Events</b>                          | <input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br><input checked="" type="checkbox"/> Further Action Requested:<br>Lin reported that as of August 2022 Parks and Recreation will be processing the application, payment, and sending permits to the applicants. Part of the process includes adding their event to the Poulsbo Community Calendar<br>Lin reported the following events:<br><b>8/18: Team Phillips Community Day</b> – at the waterfront park with Josh Phillips real estate. The goal with this first-time event is to provide entertainment, raffle, food trucks, and a FREE community event.<br><b>8/19-8/21: Poulsbo Art Festival</b> – has happened for 35 years, hosted by Cultural Foundation NW (10am-6pm throughout the weekend) with 40 booths at waterfront park with arts and crafts and music.<br><b>8/20: Kitsap Ride for Refugees</b> – 3 <sup>rd</sup> year hosting this 10-mile & 30-mile bike ride that runs through Poulsbo as a fundraiser for refugees in the PNW. Starts at the Silverdale Lutheran Church with five churches involved throughout Kitsap and Poulsbo and Vinland Lutheran Church will be rest stops with snacks and water.<br><b>8/21: Bill Richards Memorial Regatta</b> – hosted by the Kitsap Rowing Association in Liberty Bay, to have about 50 “shells” and a picnic at the end at Oyster Plant Park. |

(MORE NEXT PAGE)

|            |  |  |
|------------|--|--|
| <p>2a.</p> | <p><b>Special Events</b><br/>(CONTINUED)</p>           | <p><b>8/26-8/28: Liberty Bay Festival w/ Poulsbo Boat Rendezvous</b> – hosted by PHS (8am-10pm daily) with a partner of Poulsbo Maritime Museum for this year’s theme of showing off Antique Wooden Boats!</p> <p><b>9/10: Poulsbo Community Orchestra</b> 4<sup>th</sup> Annual BBQ – 2-7pm at Raab Park with beer garden, music, and auction for fundraising for Orchestra concerts.</p> <p><b>8/26-8/28: 9/10: Poulsbo Kids Day</b> – Hosted by 1<sup>st</sup> Security Bank and hosted in their shared Home Depot parking lot as a free event with the focus of back-to-school fun for the kids. 20-30 community vendors to participate, including city representation.</p>  |
| <p>2b.</p> | <p><b>Parkland Acquisition – DNR/Snider Fields</b></p> | <p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br/> <input type="checkbox"/> Further Action Requested:</p> <p><b>Request:</b> Budget Amendment for Phase 1 acquisition including:<br/> 1. Environmental Assessment for both at \$10k assessment and 2. \$10k escrow fees of property from Kitsap County to City of Poulsbo. \$20k to come from Park Reserves.</p>  <p><b>What is DNR?:</b> Off Little Rude Rd. ~148 acres. Mayor Erickson shared that DNR stands for Department of National Resources. The DNR property is owned by the and was logged with that timber revenue used to support public schools. DNR does not do this to the proximity of urban areas, so they gave it to Kitsap County. It is legislatively restricted as open space as natural land, so it cannot be developed (houses). Kitsap County has had it for a decade and with the help of Commissioner Robert Gelder from it was offered to the City of Poulsbo, and it is now open space as parks land.</p> <p><b>What is Snider Fields?</b> At the very north of the City of Poulsbo is Snider Fields~18 area. Mayor Erickson shared that there is a 30-year lease with Kitsap County. The Little League completely maintain it and built all stands and fields. There are water wells at the end of the property that has had some vandalism, and now that it is the City, we can police this better. The Little Leagues is happy to have this partnership and have the city take responsibility. The city maintenance will have obligations.</p> |
| <p>2c.</p> | <p><b>2023/24 Budget Proposal - Presentation</b></p>   | <p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br/> <input type="checkbox"/> Further Action Requested</p> <p><b>Discussed at 1b.</b> Moved the 2023/24 Budget proposal presentation to be pushed to when the new council workshop happens in the 1<sup>st</sup> &amp; 2<sup>nd</sup> weekend of September.</p>   |

|                   |  |   |
|-------------------|--|---|
| <p><b>2d.</b></p> | <p><b>Waterfront Boardwalk Update – Discussion (CONTINUED)</b></p> | <p><input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br/> <input checked="" type="checkbox"/> Further Action Requested:</p> <p><b>Update:</b> To be shared for the full council for consideration, Dan shared that the engineering firm KPFF has completed their assessment and provided costs for 2 options (1. Final repairs and 2. Complete replacement). The demolition would be an additional and separate \$300,000. There is a special note that the pricing reflects 2022 quotes, with an anticipated 5% increase in cost over the next few years due to building cost increase and inflation:</p> <p>1) Final repairs = \$700,000. This includes meeting the USFWS (Department of Fish and Wildlife) permit requirements to make final repairs in 5 years. Repairs include decking, railing, and piling to meet building, ADA, and railing codes, it does not meet seismic codes. There are an estimated 80 pilings total (16ft span between each) and getting them up to code involves replacing 25% by splicing them. The pilings need to be replaced, were determined not to be creosote. Dan says it says about 90 working days.</p> <p>2) Complete replacement = \$3.3/\$3.4 million. Meets all codes and USFWS permit requirements. Construction would mostly be steel piling (40ft span, so fewer pilings needed) and last 70 years.</p> <p><b>Committee Comments:</b></p> <ul style="list-style-type: none"> <li>- Mayor commented that if you're spending this money, you might as well do it right with the complete replacement. There is a new infrastructure bill that states that more grant money funding to help this project because it helps the environment</li> <li>- Britt commented that costs aren't going to decrease.</li> <li>- Dan mentioned that USFWS would be happy to get all creosote out of the water</li> </ul> <p><b>Questions from the Committee for the next council discussion:</b></p> <ul style="list-style-type: none"> <li>- What is the timeframe of construction for each option? Dan to confirm.</li> <li>- When would all pilings need to be replaced? Dan to confirm the date at which the boardwalk was created, to determine the proper lifespan.</li> </ul> |
|-------------------|--|---|

|                   |                             |  |
|-------------------|-----------------------------|--|
| <p><b>2e.</b></p> | <p><b>PERC – Update</b></p> | <p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br/> <input type="checkbox"/> Further Action Requested:</p> <p><b>Background:</b> PERC project was created by the Mayor. With an applied partnership with Kitsap Public Facilities District (KPPD), a feasibility study with community surveys and a steering committee was created. Feedback from the study and board showed that the community support wasn't there due to how high cost was. Midway Strickland property became an option, but ultimately, we did not obtain it. After re-grouping, the current assessment of what was needed to fit Poulsbo's biggest need was more fields and outdoor recreation on the west side of town.</p> <p><b>Shared image of Revised Site Plan concept:</b></p>  <p>This Phase 1 revised site plan is a working design with the ability to move these features around. Summary of features including: 2 fields (EW, NS), 4 dedicated pickleball courts, 1 basketball court (there is not one on the west side), 51 spaces of parking, a trail that walks around the whole park, shelters that can be rented out (like the ones at Nelson), bathrooms with concessions, a gateway with a sign and water features (fountains/lights), playground area next to a graded 'natural' amphitheater, etc.</p> |
|-------------------|-----------------------------|--|

(MORE NEXT PAGE)

|     |  |  |
|-----|--|--|
| 2e. | <b>PERC – Update</b><br>(CONTINUED)    | <p>Phase 1 will take up the whole property, this means that Phase 2/Phase 3 of the event center build will need to have land acquisition or Olympic college partnership (~7-8 acres) to build the event center and/or community pool.</p> <p><b>Committee Discussion:</b></p> <ul style="list-style-type: none"> <li>- Mayor added that there are wide roads up there that we can re-stripe that will allow for more parking and open space for making a recreation active park that doesn't currently exist for that rapidly growing (5 major neighborhoods) west side of Poulsbo.</li> <li>- Britt expressed interest in ensuring centrally located mobility equipment for all ages that are adjacent to the playground, so it is multi-generational.</li> <li>- Britt expressed an interest in having a more natural color scheme, to fit the environment. Dan responded that the rocks/logs' natural look is the trend and the overall PNW aesthetics is what we are pursuing.</li> <li>- Timeline: December 12<sup>th</sup> to present feasibility study with KPF. They ask will be that KPF pays for this (estimated \$5.3 million). Mayor expressed that this has been in the works for 2 years. Dan shared that the last conversation with KPF was very positive.</li> <li>- We have agreements with NK to use turf fields. Letter of agreement from CK to market and brand all fields as a packaged availability for tournament use, this includes 4 PERC fields, 5 NK and CK fields! Lin relayed a conversation with NKSC president Erik Bjarnson that they are aiming to host Viking Cup in Poulsbo hopefully in the winter of 2023.</li> </ul> |
| 3.  | <b>Mayor &amp; Dept. Head Comments</b> | <p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br/> <input type="checkbox"/> Further Action Requested:</p> <p>Dan shared that the Parks and Rec second quarter update will be sent out by the end of next week.</p> <p>Kris Goodfellow, Parks, and Recreations Programmer shared a summary for summer programs including the majority of camps being at capacity! No cancellations of programs. This year the summer concert series featured new survey implementation; the results will help plan next year. Parks is currently at the tail end of the schedule for fall. Mayor expressed gratitude for the strong numbers and appreciation of all the hard work Parks, and Recreation is doing!</p>  |
| 3a. | <b>PNW Troll Hunt - Update</b>         | <p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council<br/> <input type="checkbox"/> Further Action Requested</p> <p>Dan shared that a contract will be created in the next couple of weeks to be presented to the mayor.</p>  |
| 10. | <b>Meeting Adjournment.</b>            | The meeting was called at 4:55 pm.   |