



**City of Poulsbo**  
**Parks and Recreation Commission**  
**City Hall – 200 NE Moe Street**  
**City Council Chambers**

<b>Subject</b>	<b>Regular Meeting Minutes</b>	<b>Date</b>	<b>December 14, 2015</b>
<b>Recorder</b>	<b>Pat Hightower</b>	<b>Start Time</b>	<b>7:03 pm</b>
<b>Committee Chair</b>	<b>Steve Calhoun</b>	<b>End Time</b>	<b>8:00 pm</b>
<b>Committee Members</b>	<b>Steve Calhoun, Mary Carter, Edie Lau, Judy Morgan</b>		
<b>Staff Present</b>	<b>Mary McCluskey, Parks and Recreation</b>		

**Agenda**

<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	None.
B.	Agenda and Extended Agenda Review	Agenda reviewed, no additions.
C.	Approval of Minutes: 10/26/2015	M/S/A JM/MC
<b>2.</b>	<b>Comments from Citizens</b>	None.
<b>3.</b>	<b>Agenda Items:</b>	
A.	Park, Recreation and Open Space Plan - Draft	<p>Karla was unable to attend the meeting due to a conflict. Mary Mc read an e-mail from Karla outlining the final edits that were made to the draft, and said that Karla appreciated their input. Discussion included:</p> <ul style="list-style-type: none"> <li>• Edie felt it wasn't clear if a North Kitsap Regional Events Center would eliminate the need for a new Recreation Center. Mary Mc confirmed that it would meet both needs, and will talk to Karla about where in the document to clarify that.</li> <li>• Some NK School District fields are listed as shared public use, but Edie feels the signage at the schools suggests otherwise. Groups and clubs reserve the fields through the school district's facility scheduler. After some discussion, the commissioners agreed to leave the verbiage.</li> <li>• The commissioners felt that Karla did a great job on the plan.</li> </ul> <p>M/S/A: The commissioners unanimously moved to forward the December 2015 Park, Recreation and Open Space Plan as amended to the city council for their review and approval.            MC / JM</p>
B.	Poulsbo Parks and Brochure	<p>The commissioners liked the new colors of the parks brochure draft that Mary Mc handed out and agreed that they gave it a fresher, brighter look.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> <li>• Fish Park- "Liberty Bay Estuary" has been added to the description of the park's location.</li> </ul>

- Mary will clarify the city limits on Noll Road on the map. She has added in Morrow Manor, which is on Noll Rd.
- The addresses have been bolded slightly so they are easier to read.
- Mary will add in the Lord Property, which appears to be missing. Steve added that the piece on the other side of Bond Road isn't there, but should be left off so no one tries to hike up there.
- Mary would like to get the new brochures ordered by the end of the month.

M/S/A: The commissioners moved to accept the new version of the parks brochure with the additions to the map as discussed.

JM/ EL

**4. Department and Council Member Reports**

Poulsbo Pump Track- Mary reported that permits are being assembled, and are expected to be complete in a couple of weeks. A neighborhood meeting has been planned for 6 pm on Dec 21 to bring neighbors up to date and discuss concerns such as vandalism and garbage. Evergreen would like to do construction during the rainy weather due to the clay-like material used to build the track.

Trail Signage- Mary has met with a different scout that would like to do the signage. Mary will have the signs ordered by the end of the year, and the scout may need to fund raise for cement and equipment rental costs. The signs cost about \$30 each. Mary will have more information in February.

Community Services Community- Representatives from the Poulsbo Farmers Market attended the last CSC meeting to discuss a possible future at the Public Works site. There would be retrofitting and safety issues to solve at that site, as well as limited development due to the creek. Other possible sites were discussed. Mary said that there is money in the 2016 budget to tear down the houses on 8<sup>th</sup> Ave and the Centennial property. There is also money to review the Centennial master plan, as well as Morrow Manor. Public Works will be moving off of the site in 2017 to the new location north of Sonic.

Waterfront Park Restrooms- Mary hopes to start on the waterfront restrooms next year. Estimates have come in at almost \$500,000, so she is looking at ways to do it at a lower cost.

County Road 59 Property- Mary hasn't heard anything new about the property. The city engineer has looked at it and the idea of using storm water money to purchase and develop it as a stormwater park is still being considered.

Poulsbo's Fish Park- The DNR crew is still working at the park. Mary will be meeting on Wednesday with a representative of the US Fish and Wildlife agency about a potential Fish Park grant.

		Oyster Plant Park Name Change- Mary will be meeting with Rotary to show them the task list that Public Works has outlined. An agreement would have to be signed; Public Works is concerned about the work being followed through on.
<b>5.</b>	<b>Comments from Citizens</b>	None.
<b>6.</b>	<b>Commissioner Comments</b>	Judy complimented the newsletter sent out by the Parks & Rec dept. and said it interesting and well put together. The newsletter is currently sent out to about 4000 families and is put together by the department's receptionists.  Mary Mc reported that Yolanda has resigned from the commission. Mary C recently planted 100 daffodil bulbs at Wilderness Park.
<b>7.</b>	<b>Adjournment.</b>	Next Meeting: Feb 22                      M/S/A                      JM / EL

Minutes respectfully submitted by Pat Hightower.