

City of Poulsbo



Mary McCluskey, Parks and Recreation Director

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**CITY OF POULSBO
PARKS AND RECREATION COMMISSION
NOTICE OF MEETING CANCELLATION and RESCHEDULE**

NOTICE IS GIVEN that the Poulsbo Parks and Recreation Commission meeting scheduled for Monday, December 26, 2016 is cancelled. The Parks and Recreation Commission will meet instead on Monday, December 12, 2016, 7:00 pm, at Poulsbo City Hall. The agenda is attached.

Mary McCluskey

Mary McCluskey, Director
Parks and Recreation Department

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**Parks & Recreation Commission
City Hall – 200 NE Moe Street
City Council Chambers**

Subject	Meeting Agenda	Date	December 12, 2016
Recorder	Mary McCluskey	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End Time	
Committee Members	Steve Calhoun, Mary Carter, Amanda Cheatham, Norm Hersman, Judy Morgan, Edie Lau, Mike Randall		
Staff Present	Mary McCluskey, Parks and Recreation		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	
B.	Agenda and Extended Agenda Review	
C.	Approval of Minutes: 10/24/2016	
2.	Comments from Citizens	
3.	Agenda Items:	
A.	Skate Park meeting - update	
B.	Review of Recent Special Events	Salmon Viewing Saturday; Tree Planting & Restoration;
C.	List of 2017-18 Capital Projects	
4.	Department Head Reports	Project Updates: Poulsbo Pump Track. Poulsbo Farmers Market. Nelson Trail Easement. Bench Sponsor Program. Daffodil Plantings.
5.	Comments from Citizens	
6.	Commissioner Comments	

Reviewed by Mayor Erickson

**City of Poulsbo
Parks and Recreation Commission
Meeting Minutes**

Subject	Regular Meeting Minutes	Date	October 24, 2016
Recorder	Mary McCluskey	Time Started	7:00 pm
Committee Chair	Steve Calhoun	Time ended	8:40 pm
Members Present	Steve Calhoun, Mary Carter, Norm Hersman, Edie Lau, Mike Randall		
Staff Present	Mary McCluskey, Parks and Recreation		

Key Points Discussed

No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	The PRC agreed to reschedule the meeting to December 12.
C.	Approval of Minutes: 8/22/2016	M/S/A MR/NH
2.	Comments from Citizens	None
3.	Agenda Items:	
	Skate Park (Josh Fisher)	<p>Mary introduced Josh Fisher, a local resident interested and experienced in developing skate parks. Josh and Mary met with the Mayor and City Engineer a couple of months ago, and they are very supportive of the concept. Josh has also talked with Coffee Oasis and Poulsbo Library staff who love the idea. Josh said that other activities could be incorporated to provide a variety of activities, such as basketball, ping pong or Bocce ball. He then presented a PowerPoint as to why Poulsbo needs a new skate park. The Raab Park wood structure needs constant upkeep. A new park needs to work with all weather conditions (maybe a cover). Josh helped organize the Port Orchard park and worked closely with Kitsap County. He wants to bring these experiences to Poulsbo. What does Poulsbo need? A community park with healthy options for diverse ages. We need to create green park spaces. A Skate Park can enliven a community, and should be in a convenient center. Make it a family destination. Invite spectators and host competitions; and offer youth programs/skate schools.</p> <p>There are 4 basic principles when starting the planning process:</p>

A. Skate Park (Josh Fisher)

1. It needs to be a concrete, year around park;
2. Near the heart of town;
3. Be a diverse recreational facility; and
4. Be a hybrid park: skate + park.

There was some discussion on possible sites:

1. Hattaland Park (unsure of critical areas) and
2. The current Public Works site (PW will move out in 2018 or 2019).

The commissioners asked about the cost of a Skate Park. Josh said that \$400,000 would be a nice park. These parks require very little maintenance, and have a very good return on investment.

What is next? Josh said it is time to form a committee. This committee would help with planning, fundraising and design. They would serve as stewards for the future. Possible steps include:

- Gain the support from the PRC.
- Form a Committee to create a park vision.
- Identify possible sites.
- Create a publicity brochure.
- Discuss project timelines.

Josh is an architect, and his company works on sustainable, green projects. They also do pro bono work on community projects. They may be able to assist.

Norm asked if Josh had any information on Skate Parks that have been in existence for 10 years or more – can we ask cities to confirm the popularity of Skate Parks after 10+ years? Josh said that was a great idea, and he will get a list of cities to Mary. Steve and Norm offered to make the calls.

PRC Recommendation: The PRC supports the concept of a Skate Park in Poulsbo, and recommends the formation of a committee to study the feasibility of creating a Skate Park in Poulsbo. EL/MC
MSA

Mike Randall volunteered to be on the committee.

B.	Summer Program Recap	Mary distributed an excellent comparison of registrations and revenues from 2011-2016 that Pat has put together.
C.	DNR/Urban Forestry Crew Assignment (January 2017)	Mary reported that the City has received another grant for an Urban Forestry crew in January 2017. They will be working on Fish Park and possibly doing some work in Nelson Park.
4.	Upcoming Events	Salmon Viewing Saturday (Oct. 29); Daffodil Planting Day (Nov. 5); Tree Planting and Restoration at Fish Park (Nov. 19); and the PRC/Tree Board Stewardship work party (Nov. 19).
5.	Department Head Reports	<p>Project Updates: Trail Signage. Eagle scout candidate Brendan Ryder installed 16 trail signs last weekend.</p> <p>The two Lions Park Playground slides have been replaced. The new equipment for the American Legion Park Playground arrived, but the holes/screws did not line up. They just sent out new equipment.</p> <p>Waterfront Park restrooms (no update).</p> <p>Nelson Park Trail Easement. Parametrix has completed the re-design of the footings. Mary will be applying for a building permit. The Rotary Club is interested in continuing the project.</p> <p>Poulsbo Pump Track (no update).</p> <p>Morrow Manor sculpture. Mary attended the open house to see the Eli sculpture. It will be a great addition to the park.</p> <p>Centennial Park house. No funding at this point; the City is waiting for the old City Hall property to close.</p> <p>Bench Sponsor Program. The City will be selling memorial benches for MIW Waterfront Park, the cemetery, and the Lincoln/Hostmark hillsides. She will bring the brochure to the December meeting.</p>
6.	Comments from Citizens	None
7.	Commissioner Comments	Edie reported that there is going to be a SR 305 Corridor Improvement Open House on October 30 at Poulsbo City Hall. She will send out the information and survey link to the commissioners.

Minutes respectfully submitted by Mary McCluskey

2017-2018 Park Projects

2017	Park Impact Fees	Park Reserves	Donation	Unknown grants	Carryover from 2016	Total
Morrow Manor	10000		100000	25000	97378	232378
Poulsbo's Fish Park		25000	75000	80000		180000
MIW Benches	45000			0		45000
MIW Restrooms				200000	95,950	295950
Nelson Playground/Basketball	25000			0		25000
Nelson Trail Easement					33000	33000
Vista Park & Trail					50000	50000
Totals	80000	25000	175000	305000	276328	861328

2018	Park Impact Fees	Park Reserves	Donation	Unknown grants	Carryover from 2016	Total
Morrow Manor	166184			250000		416184
Poulsbo's Fish Park		10000	225000	225000		460000
Skate Park		25000				
Totals	166184	35000		475000		