



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

Subject	Regular Meeting Minutes	Date	November 25, 2013
Recorder	Mary McCluskey	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End Time	
Committee Members	Harold Benny, Steve Calhoun, Mary Carter, Diane Fitzgerald, Yolanda Adams-Smith, Norm Hersman		
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson; Linda Berry-Maraist, City Council member		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Questions & Concerns of the Committee	None
	b. Agenda and Extended Agenda Review	None
	c. Comments from citizens	None
2.	Agenda Items	
	a. Minutes of August 26, 2013	M/S/A as presented (YAS/MC)
	b. Poulsbo Historical Society – Boat Display Structure	The mayor reported that she has been working with the Poulsbo Historical Society to find space for a display building near the waterfront to display the soon-to-be-restored Poulsbo Boat. They want to protect and display it, but also put it in the water during events. The building will include public displays about the boat's history. Currently, the favored place is the triangle piece of motorcycle parking on the asphalt at the south end of Anderson Parkway. They had originally considered building it near the restrooms, but there were concerns about blocking views.
	c. New Park projects (Mayor Erickson)	The mayor reported on three park projects that are coming forward. 1. A local citizen is going to donate 2.5 acres at Noll/Mesford. One-half will be an active park and one-half will be a domestic violence shelter/ transitional housing unit. This project is being done in conjunction with the Poulsbo Rotary Club. A park on the eastside has been on the CIP for several years, and this new park

Agenda		
No.	Topic	Action/Recommendation/Discussion
		<p>can fill that need. As the design process moves forward, the PRC will become involved.</p> <p>2. A 10 acre parcel will be donated to the City as a stormwater feature. It will include a re-created wetland, walking trails and other passive uses. It is on Noll Road, across from Poulsbo Elementary/Strawberry Fields. This is a part of a 150 home development called Mountaineer, and construction should begin in the Spring of 2014. Diane asked whether these types of parks – design of the wetland area - would be run by the PRC. Becky said she will try, but they aren't required to have stormwater features approved by the city. She will get the drawings to the commission for review.</p> <p>3. The Mayor introduced a new program she would like to start to help combat the drug paraphernalia issue in Poulsbo. Police and Public Works will do their part, but she wants the community to take part. The program will be called Park Pride, and she is looking for citizens to help by walking the parks to watch for suspicious activity and paraphernalia. She is asking the PRC to organize and troubleshoot the plan. The parks with an identified problem includes MIW Waterfront Park, American Legion Park, Forest Rock Hills Park, and Centennial Park. This component will be a part of the outreach and education to the community. The city will also be installing security cameras and signage. The group discussed the role of the police department's volunteer officers. Some of the commissioners commented that they walk the parks on a regular basis and have not run into too many issues.</p>
	d. Kvelstad Pavilion seating	<p>Mary asked the commission their opinion on the concrete posts at the Kvelstad Pavilion, and should they be replaced with newer benches. Many really like the posts even though they are uncomfortable, and commented that the children love them. Maybe add benches to the back row. Some members wanted to look at the posts again, and discuss the options at the February meeting.</p>
	e. 2014 project review and CIP	<p>No changes were made to the Capital Improvement Program in 2013. Linda stated that it is another tough budget year – the 4th year of 50% cut to parks and street reserves. Taxes are down and the budget is still out of balance. The two main park projects in 2014 will be Fish Park and Nelson Park Trail Connector Trail.</p>

Agenda		
No.	Topic	Action/Recommendation/Discussion
	f. Annual Program Recap	Mary distributed 2013 registration and revenue numbers, including resident and nonresident fees, program revenues, summer revenues and early registration fees. 2013 revenues are up slightly even though total number of registrations is down.
	g. Online Registration	Mary reported that Rec1 is going well, with some ongoing financial balancing challenges. Pat continues to work with the finance department to work them out. About 14% of registrations in September were done from home. With better advertising, Mary hopes to build on that number.
	h. Event Recap: Poulsbo Parks Day and Salmon Viewing Saturday	Poulsbo Parks Day had to be bumped because of the miserable rains on September 28. It went very well on October 5, with about 40 people participating. All agreed to continue with this fun event, and try to do it earlier in September. Salmon Viewing Saturday had about 100 participants on a windy November 2. There were booths, fish and crafts. It was well received.
	i. Reminder – December 16 th meeting	
3.	Comments from Citizens	None
4.	Commissioner Comments	<p>Linda told the commission that the NKREC trails project still has about \$7,000 available, and she would like to see a spring project. It has to be on the NKREC property or contiguous to it. Maybe the Raab Park trail? Mary and Linda will look at it again.</p> <p>Mary C. reported that neighbors along the Skog easement are throwing debris on park property.</p> <p>Norm discussed the CVS pharmacy project at Hostmark/Hwy 305, which is working on its permits. There is no requirement for CVS to do any park improvements, but it can be requested. He would like to see some lower trail improvement or maybe a master plan. Some members were concerned that there aren't too many things that can be done in that critical area.</p> <p>Diane said that she would be glad to take walks with other commissioners to learn more about the parks.</p>