



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

Subject	Regular Meeting Minutes	Date	February 25, 2013
Recorder	Mary McCluskey	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End Time	8:30 pm
Committee Members	Harold Benny, Steve Calhoun, Norm Hersman, Judy Morgan, Yolanda Adams-Smith		
Staff Present	Mary McCluskey, Parks and Recreation;		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
	a. Introduction of new commission member	Norm Hersman introduced himself and talked about his background. He is glad to be on the Parks and Recreation Commission.
	b. Agenda and Extended Agenda Review	None
	c. Comments from citizens	None
2.	Agenda Items	
	a. Elections	Steve Calhoun, chairperson. Judy Morgan, vice chairperson. Mary Carter, secretary.
	b. Minutes of December 10, 2012	M/S/A, HB/JM
	c. 2012 Annual report (draft)	The report was approved as presented with a few corrections. Mary will send the report out to Mayor and Council on Tuesday.
	d. Review of 2013 work plan	The commission discussed the updated work plan. Judy asked if the recently approved Shoreline Master Plan will pose any additional restrictions. Mary said the city is very careful anyway when it comes to critical areas, and the SMP should actually clarify what can and cannot be done in these areas. The commission also discussed the NKREC project. Mary handed out a list of priorities for the project that carries a \$30m price tag. There is no movement on the event center concept, mainly due to funds. The commission agreed to review the work plan again at the August meeting.
	e. Trails Committee and Priorities	Mary reported on the Poulsbo Trails Committee meeting of Feb. 11, 2013. PRC members Steve, Mary and Diane were in attendance. There were about 16 people there from a variety of areas-property owners, runners, walkers, committee

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		<p>members, the mayor, etc. Judy talked about the many walkers on Fjord, and could the sidewalk be extended to the city limits. Mary also reviewed the three projects that the mayor is working on. These projects include (1) an easement under PSE lines from Storhoff to Highway 305; (2) an easement from 7th Avenue NE to 4th Avenue at the Housing Kitsap properties; and (3) an easement from Forest Rock Hills Park to Caldart. The National Trails Day event will be held on Saturday, June 1. Volunteers will build a pedestrian walkway into Raab Park.</p>
	<p>f. Staff reports on misc park projects</p>	<p>MIW Pavilion Upgrades: Dan Wilson is waiting on two bids for the roofing project. The bench renovation plan came in higher than anticipated.</p> <p>Wilderness Park: The police department and the school district have security concerns with the top of the park, known as "the hole". People in "the hole" are getting more violent and the police would like to see some clearing of invasives. Judy commented that as long as the high school has an open campus there will be problems. All agreed that this is a long time problem, and removing the blackberry will be a good first step. St. Olaf's Church has had theft issues as well, but are not indicating that these are related to the park.</p> <p>Net Shed Park planning: The bid packet is out for the "tree windowing". This work will probably be done in March.</p> <p>Poulsbo's Fish Park: Mary has submitted the site plan for the Lord Property. After that permit is complete, volunteers can work on projects on that parcel. The Tree Board Pruning Class will be held Sunday, March 3, 1:30-3:30 PM at Austurbruin Park. Preparing to go to an Online Registration program is ongoing. It is taking longer than originally anticipated.</p>
	<p>g. Open House Discussion and Plans</p>	<p>The commission agreed to do the Open House at the next meeting – Monday, April 22 at 6:30 pm. They want to get ideas from citizens regarding parks and recreation. What are their top priorities? What is important to them in Poulsbo parks? Mary will bring maps, a large poster of the Capital Improvement Program, and comment sheets. They want to make it casual so people can walk around the room talking with commissioners. Then the group can sit and have a dialog with commissioners. Steve also mentioned that this is a great opportunity to introduce parks to members of the public. The commissioners can publicize the parks. Mary will also bring brochures and pamphlets, as well as information for volunteers, especially at Poulsbo's</p>

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		Fish Park and at the Youth Garden program.
	Comments from Commissioners	Harold asked whether the PRC should meet with the Kitsap County PRC. It had been discussed a few years ago. Mary asked if there was a need? What would be the purpose? Poulsbo Parks and KC parks do not have any joint projects at this time. While there are no trail projects that connect from inside the city limits to outside the city limits, there are indicators on the trail map that a connection in the future would be important. It might be more appropriate to meet with the Village Green Park District in Kingston. They are now building a community center, and programs will soon follow.
	Comments from citizens	None

Future Agenda Items				
No.	Item(s)		Responsibility	Meeting Date
1.	Open House – Monday, April 22, 2013	6:30 pm		
2.				