

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

Location	Poulsbo City Hall Council Chambers	Date	April 28, 2014
Committee Chair	Steve Calhoun	Time Started	6:00 pm
Commissioners Present	Steve Calhoun, Mary Carter, Diane Fitzpatrick, Judy Morgan, Yolanda Adams-Smith	Time ended	8:20 pm
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson		

Key Points Discussed		
No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 2/24/2014	M/S/A YAS/DF
2.	Comments from Citizens	None
3.	Agenda Items:	
A.	Design Charrette – Morrow Manor City Park (SW corner of Noll and Mesford Streets)	<p>Becky gave an introduction of the Morrow Manor project, which is located at the SW corner of Noll and Mesford Streets. This park will serve the 550 housing units that will be going up on the Noll Road corridor over the next 10 years. This parcel will also be home to four supportive housing units. Mary introduced landscape architects Jeff Bouma and Sandy Fischer, who spoke about the project. There are many beautiful trees on the site; and per the city code, 25% of the trees 10" or larger must be maintained. The group talked a bit about parking, and how a wide Noll Road could be striped for street parking.</p> <p>Jeff and Sandy then lead the group through the first exercise. They asked everyone to write ideas on Post its, and place them on the large sheets on the wall. Sandy summarized the character and features and activities that were submitted.</p> <p>The second exercise was to divide the group of about 16 into two groups, and spend time going over the plan with ideas and templates of possible features. There was a lot of discussion and brainstorming. Most wanted to maintain as much of the natural setting as possible. The result was two plans that were quite similar.</p>

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No.	Topic	Highlights
		One was slightly more active, but both maintained the natural character while providing some trails, open areas, tables and physical fitness opportunities. Jeff and Sandy will come back to the June 23 PRC meeting with more detailed drawings. Mary will let everyone on the sign-in sheet know about the meeting.
B.	Stewardship Opportunity with Tree Board	Steve reminded the commission that there was a suggestion at the February meeting that the Tree Board and PRC join forces and do stewardship in 1-2 zones at Fish Park. It may involve up to 4 work parties a year. The zones suggested by the volunteer coordinator would be along the boardwalk, and would require low maintenance. Judy said that she is not able to commit at this time because of her involvement in the Raab Park youth garden. After some discussion, Steve asked for 2 work parties per year for one zone. Mary suggested that a small subcommittee of Tree Board and PRC members work out the details.
C.	Mountain Aire project update	Mary distributed a map of the Mountain Aire PRD on Noll Road. It showed the 10 acre park and walking path, which will connect to the next housing development to the south. Everyone agreed that this was a good plan that encourages connectivity.
D.	Poulsbo Park Day – date	Mary said that she may have a conflict on the September 20 date; it was agreed to change the event to Saturday, Sept. 13. The group will discuss which parks to include on the walk at their June meeting.
E.	Update: 7 th to 4 th Avenue trail	The mayor reported that she has begun to draft an easement for the Housing Kitsap portion of the trail. She has spoken with the second private property owner off of 7th, but no agreement as of yet.
4.	Staff Reports – park projects	Mary reported that the survey for the Nelson Park trail easement will begin Tuesday, April 29. Construction will be managed and done by the Poulsbo Rotary Club in May or June. Mary has submitted a new grant for Poulsbo’s Fish Park. This would include development of the Lord/Hansen/Holm properties; using the Hansen properties as the match.
5.	Comments from Citizens	None
6.	Commissioner Comments	Mary C. – Compliments to Sev and Justine for making Raab Park look great. The commissioners agreed to do a park walk on Sunday, June 1, 10 am. They talked about a route from the base of Wilderness Park to Morrow Manor, Austurbruin and Raab Parks. The Poulsbo Garden Club plant sale is May 3 from 9-2. Judy thanked Public Works for the two new spigots at the youth garden. She also commented that the PRC could be more involved in Earth Day activities in the future.

Minutes respectfully submitted by Mary McCluskey