

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

Location	Poulsbo City Hall, Council Chambers	Date	June 23, 2014
Committee Chair	Steve Calhoun	Time Started	7:00 pm
Council Present	Steve Calhoun, Mary Carter, Yolanda Adams-Smith, Judy Morgan, Diane Fitzpatrick	Time ended	9:20 pm
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Erickson, Aaron Murphy, Rand Hillier, Council member Linda Berry-Maraist, Ardis Morrow, Ann Pyles, Jackie Brown; Jeff Bouma and Jeff Peterson, FB Partnership		

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: 4/28/2014	M/S/A (YAS/MC)
2.	Comments from Citizens	None
3.	Agenda Items:	
A.	Morrow Manor Charette – Follow Up	<p>Jeff Bouma of Fisher Bouma Partnership presented four boards with two different park concepts for Morrow Manor. He stated that the goal of tonight’s meeting is to summarize the process so far; walk through the two concepts; discuss what everyone likes on each plan, and outline the next steps. At the April meeting, participants noted what features or concepts that they would like to see at the park. General concepts: active areas, quiet areas, family gathering, welcoming, retain trees, create a canopy feeling, sun and shade, well lit, low maintenance, picnicking, benches, playground, trails, connections, game tables, and grass. The participants were split into two groups to plan two concepts. The result was two plans with a similar but different look and feel. The landscape architects took great care in designing the park with the trees in mind. Per code, a minimum of 25% of the trees, 10” or larger, must be retained.</p> <p>Jeff then reviewed both plans. (1) Clearing in the Forest plan -</p>

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		<p>39% of the large trees has been retained. A sensory path, synthetic mounds, multi use paved trail, play structure, game tables and horse shores have been included. A restroom is on the site, but could be built in a different phase. The trail through the bottleneck can lead to housing to the south. A climbing wall and parkour area could be placed in-between trees. Two rows of parking are on the west side of the park along Noll Road. This park will be a part of a trail corridor that will run from Lincoln Road to Highway 305. The synthetic (rubber) mounds need to be blown off or sprayed periodically.</p> <p>(2) The Forest Play concept plan has 46% of the trees retained. There is a larger grassy area for badminton and group games. A shared use perimeter trail, parking along Noll Road, buffer vegetation, privacy fencing, a large, natural looking play structure, picnicking, climbing wall, game tables and reading room sphere are included. Both plans show limbing up of tree branches for light.</p> <p>The commission and members of the public discussed what they liked and didn't like on the plans. Judy Morgan stated that the Forest Play is more natural; Clearing in the Forest feels more artificial. The synthetic objects would be a bit more expensive, but they would last longer in wet weather. Ann Pyles commented that the older kids need more activities. The PRC wants to keep as many trees as possible. There are many homes going in along Noll Road, and maintaining a natural setting is important.</p> <p>In summary: Participants favored the more natural looking Forest Play concept, stressing that retaining as many trees as possible is important. The circulation is good. Limit the number of synthetic objects and use natural colors. Provide a full range of free play activities for all ages (parkour). Providing enough parking is necessary, as this park will be popular for families.</p> <p>Next steps: The cost estimates will be ready this week, and Mary will send to PRC. Fisher-Bouma Partnership will work with Mary and come up with a single plan to be presented at the August meeting.</p>

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B.	Capital Improvement Program - 2015	<p>Mary presented the Capital Improvement List for 2015-2020, that she and the mayor have put together based on existing projects that need to be completed and new projects from the approved CIP list. Are there any projects that the PRC would like to be added for 2015 in particular? Years 2016-2020 can be modified prior to each particular year.</p> <p>Linda noted that shoreline parks are important to consider, because once the property is gone, it may not become available again. There are parcels available on Front Street and on the west side of Poulsbo, next to the County Road 59 trail.</p> <p>Linda reminded the commission that the North Kitsap Regional Event Center (NKREC) has a "recreation center" on its conceptual plan. There are many hurdles on this project, but the discussion should start somewhere. Mary noted that she has included turf replacement funding for the two school/community fields in 2018. These fields are a part of the NKREC. Becky added that while user fees were intended to pay for turf replacement, the maintenance and future replacement estimate will not be covered by these fees. Steve asked if there had been any progress at Net Shed Park. Becky reported that she had recently emailed with some of the neighbors, and they are not moving forward with any improvements at this time. Diane asked about Whitford Court (Lemolo Shore Drive) and whether there will be a shoreline park included with that project. Becky said that at this point, the shoreline parcel will be kept private.</p>
C.	Poulsbo Park Days route (Sept. 13)	<p>The PRC decided to use the popular route from 2010: Raab, Austurbruin, Wilderness and Forest Rock Hills Parks. Judy asked about creating stamps for each park. She will look into it and will let Mary know what she finds out.</p>
D.	Little Valley ballfield transfer	<p>Becky said that the goal of accepting this property from Kitsap County is to get an organization to take over operations and maintenance; not the City of Poulsbo to maintain or operate it. She would like to see it left as a recreational property, though it is not required by Kitsap County. Becky said that KCMT may be interested as they want to build a theater. There may be other groups interested such as Little League or the Soccer Club. The city needs to cast the net. Becky also said that the city needs to keep Snider Park on its radar, as the county wants to release that property as well. Linda wondered if it could be sold and proceeds used to purchase waterfront property. The City Council will</p>

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		consider the transfer at a meeting in July.
4.	Department Head Reports and Park Project Updates	<p>Becky reported that progress is being made on the 4th to 7th Avenue trail. She met with the private property owner today, who had some good questions that are now being researched.</p> <p>Holm Property Update: Mary will be taking the Purchase and Sale agreement to the City Council on July 9. The price of the property is \$85,000.</p> <p>Raab Park entrance trail: Linda reported that the NK Trails Association recently received a stewardship grant from REI. \$3000 will be for a pedestrian trail entrance into Raab Park. This will be a volunteer project, tentatively set for September 27.</p>
5.	Comments from Citizens	None
6.	Commissioner Comments	<p>Judy recommended that everyone read the book, Last Child in the Woods by Richard Louv. Mary Carter reported that 79 children attended the first day of summer youth garden activities today. Mary also asked about some of the landscaped medians in the city, as they are in need of weeding. Could the city put together a volunteer group to adopt these areas? She noted the median on Hostmark and near Strawberry Fields are especially in need of attention. Becky will think about this. Steve asked the commission to meet with the Tree Board to look at their newly adopted "stewardship zone" at Fish Park on Wednesday, July 30, 6:00 pm. Mary M. will put together a work group made up of a some park commissioners and some trail committee members to review the trail priorities list and see if it should be updated. Possibly in November.</p>

Minutes respectfully submitted by Mary McCluskey