

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

<b>Location</b>	<b>Poulsbo City Hall Council Chambers</b>	<b>Date</b>	<b>Oct. 27, 2014</b>
<b>Committee Chair</b>	Steve Calhoun	<b>Time Started</b>	7:00 pm
<b>Committee Members Present</b>	Steve Calhoun, Mary Carter, Diane Fitzpatrick, Judy Morgan	<b>Time ended</b>	8:40 pm
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation; Council member Linda Berry-Maraist		

Meeting Minutes		
No.	Topic	Highlights
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	None.
B.	Agenda and Extended Agenda Review	None.
C.	Approval of Minutes: 6/23/2014	M/S/A MC/DF
<b>2.</b>	<b>Comments from Citizens</b>	None
<b>3.</b>	<b>Agenda Items:</b>	
A.	Poulsbo Park Day	Mary reported that about 30 people took part in this annual event. The weather was good for walking, and those who participated really enjoyed it. Mary thanked all of the PRC commissioners for helping that day. The event cost about \$250, and there was discussion on whether the efforts should continue with such low participation. As a standalone event, it does not seem to do well. After some discussion, it was decided to have a table at the Kids Day event in May and the Poulsbo Farmers Market in June. There will be no PPD in 2015.
B.	Little Valley Road Ball field	Mary reported that the City is looking for a lessee for this 1.8 acre parcel on Little Valley Road. Email announcements have been sent to a variety of youth and recreational/educational organizations in the area. The due date for proposals is 1/31/2015. The PRC will see the proposals at their February meeting. Mary C. asked what would happen if no one wants to operate it? Linda feels that an alternative would be to sell it and put the funds into another park project. The PRC agreed.
C.	Morrow Manor	The planning for this park site has been put on hold for the time being. The City Council has asked that the City, Rotary Club, YWCA and property owner have an

No.	Topic	Highlights
		agreement in place before any additional funds are invested into park planning. The Rotary Club members have voted to support the project, so the permitting has begun. The park planning will resume after the property donation occurs in 2015.
D.	Capital Improvement Program – additions or deletions due 11/15/2014	Mary reported that she will be adding the Holm property to the CIP, as well as re-naming the “eastside” park to Morrow Manor Park and adding the Vista Park. Holm and Morrow Manor parcels also need to be rezoned to park. Judy asked about the College Marketplace fields. Linda said that the push for community fields has slowed since the two synthetic fields were installed. Mary said that the cost for two fields would be about \$2m for synthetic or \$600k for grass fields. Maybe OC will need it in the future. The Parks, Recreation and Open Space plan needs to be updated in 2015 in order to stay eligible for state grants. Mary will bring forward a timeline for the plan at the February meeting. There was discussion regarding the Liberty Bay Waterfront Trail, which is still in the design stage; acquiring additional park property in West Poulsbo; and adding a beach stairway at Net Shed Park to the development category.
E.	Summer 2014 Recreation Report	Administrative Assistant Pat Hightower has put together a report of registration and revenue activity over the last year, comparing it to previous years. It is difficult to match reports between CLASS and Rec1, as the reports are slightly different. Revenues are down slightly, but Rec1 is being used more and more-36% of revenues in September 2014 were attributed to online registrations. Linda finds Rec1 user friendly.
F.	Salmon Viewing Saturday – Nov. 1	Mary invited the PRC to this event on Saturday from 9am-2pm
G.	Stewardship Work Group – Nov. 16	The PRC and Tree Board will have a joint work party on Sunday, November 16 from 1-4 pm at Poulsbo’s Fish Park.
H.	Position Open on the Commission	Harold Benny’s position on the commission is open. This commissioner does not need to be a city resident.
I.	December meeting date	There was discussion about moving the meeting to Dec. 8 or 15 to stay away from the holiday rush. Mary will talk with Norm and Yolanda to see if they have any conflicts and then set the date.

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4.	<b>Department Head Reports</b>	<p>Mary reported that the Holm property has closed, and staff is working on getting it cleaned up before winter. The work crew from the Dept of Natural Resources is working out very well. They will be done at the end of the week, but returning next June.</p> <p>Mary C. asked about the trail between Fish Park and Nelson Park. Mary reported that it became too big of a project for a volunteer group, so it is now being split between a volunteer project (Nelson Park side) and a contracted project (private property side). The work won't happen until spring.</p> <p>Linda reported that she is working on getting a trails subcommittee together to talk about trails priorities and the Poulsbo connection for the Sound to Olympic trail. She noted that many of the trails priorities in the Urban Paths of Poulsbo have been accomplished. We still need to do more signage and a trails map. Mary is looking into a park &amp; trails map in conjunction with the new Chamber map that is being created.</p> <p>Linda is also looking at some bike connections though town including the Little Valley Road (that will soon be closed to vehicles) and the Holm property in Fish Park. She will come back to the December meeting with some recommendations. The trails subcommittee will meet at 1 pm on Nov. 7.</p>
5.	<b>Comments from Citizens</b>	None
6.	<b>Commissioner Comments</b>	Judy reported that there is a new garden shed at the Youth Garden. The Rotary Club helped fund and assemble it. Diane and Judy walked the Holm Property and liked it.

Minutes respectfully submitted by Mary McCluskey