



Parks & Recreation Commission
City Hall – 200 NE Moe Street
City Council Chambers

Subject	Meeting Agenda	Date	February 23, 2015
Recorder	Pat Hightower	Start Time	6:00 pm (Special Meeting time)
Committee Chair	Steve Calhoun	End Time	
Committee Members	Yolanda Adams-Smith, Steve Calhoun, Mary Carter, Diane Fitzpatrick, Norm Hersman, Edie Lau		
Staff Present	Mary McCluskey, Parks and Recreation; Mayor Becky Erickson		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	None.
B.	Agenda and Extended Agenda Review	None.
C.	Approval of Minutes: 12/15/2014	A/S/M EL/MC
2.	Comments from Citizens	None.
3.	Agenda Items:	
A.	Little Valley Ballfield Proposals	Mayor Erickson gave a brief history of the Little Valley ball field. After an extensive Request for Proposal process, five proposals were submitted, though one was withdrawn by the applicant today. The four remaining proposals were presented, and many community supporters were in attendance. Coach Frank Enfinger and two of his team members presented for the Diamond Dusters. The commissioners asked questions regarding fertilizer, parking and their current facility situation. They would only use organic fertilizer. Diamond Dusters currently use whatever facilities they can, and frequently practice in Bremerton. Since they would be using the fields for practice only, parking would not be an issue. Brian Kilpatrick of the Evergreen Mountain Bike Alliance presented the Poulsbo Pump Track project. Questions from the commissioners included parking concerns, the flow and safety of the track, after-hours safety, and chemicals used on the track. If there is an event that would require more parking, Mr. Kilpatrick would coordinate with the North Kitsap Baptist Church to use their lot. The track would be large enough and built in such a way that it would control flow. After-hours safety is a concern, and measures such as motion-activated lights would be taken in order to allow police to

see what is going on in the area. Non-toxic biodegradable erosion-control polymers would be used to set the track. The Kitsap Children's Musical Theatre proposal was presented by Steve Criss, executive director, and Steve Rice, of Rice, Fergus Miller Architects. Mary Carter asked how they planned to raise money for the \$3.9 million proposal. Their fundraising manager responded with plans to contact foundations and corporations for capital funding, as well as grants, individual contributors, naming rights, and looking into low-cost government loans. Mike Henson of the North Kitsap Little League described their proposal. They are concerned about drainage, and are looking into new types of grass that require less fertilizer and water. Edie Lau asked how it would affect them if they were not able to use the fields. With 80+ teams and shared facilities, they have to reduce the number of games and practices per team. Having the Little Valley field would give them more flexibility and reduce the facility costs that are passed on to participants. Neighbors Maurice and Tom Foster expressed several concerns. Ingress/egress has been an issue, and cars frequently block the driveway. Maurice Foster's property has a well, so he is also concerned about contamination. Tom Foster reported that the traffic pattern has increased, and many people drive too fast. He has had people's cars run off the road onto his property, and said there have been several wrecks on the road. He is very concerned that increased congestion would cause safety issues for children, particularly those on bikes.

The commissioners ranked their preferences for the proposals: 1) Poulsbo Pump Track, 2) Diamond Dusters, 3) NK Little League and 4) KCMT. The city council will consider the four proposals, and the Park & Recreation Commission's top two recommendations at a meeting in March.

B.	2015 Elections	2015 Chairperson: Steve Calhoun; 2015 Vice Chairperson: Mary Carter. M/S/A SC/EL
C.	Name Change – Waterfront Park Pavilion	Mayor Erickson reported on the Rotary Club's May 2 nd event to honor Ardis Morrow and Bill Austin for their service, as well as Poulsbo Rotary's proposal to change the name of the Kvelstad Pavilion to Austin Pavilion. Mr. Austin built and has continued to maintain the pavilion over the years. Although Mr. Kvelstad no longer has any relatives in the area, he was a member of the Sons of Norway, who have expressed their concerns about the possible renaming. It has also been proposed to name the park at Morrow Manor "Ardis' Park". The council will make the decision, and the mayor will keep the commission updated.
D.	Park Recreation and Open Space Plan	Karla Boughton and Mary McCluskey reviewed the process and timeline for updating the Park Recreation & Open Space Plan. The key areas will be based on Level of Service standards, which impact the Park Impact fees. The park inventory list was reviewed and discussed, and park categories will be discussed at the April meeting. A community survey will be posted in early March, and PRC discussion included getting the survey information distributed throughout the community so that a more representative view is achieved. Mary will ask the Herald to do a press release with the survey link, as well as e-mails using lists from Parks & Recreation, the Comprehensive Plan interest list, Chamber of Commerce, and school district email lists.
E.	2014 Annual Report	The commissioners have reviewed the report and complimented Mary on a good job.
F.	Final Trail Sign concepts	Mary reported that the 18 x 24 inches signs would be on posts. The UR code on the sign that Steve created leads to the Parks and Recreation Dept's main web page. Mary will be getting a bid and it still needs to be determined where the signs will be placed and at what height for best visibility. Mary will be meeting with a scout who would like the project to be his Eagle Scout project.
4.	Department and Council Member Reports	Mary reported that 10 dark brown benches have been ordered for installation in the back row in front of the Kvelstad Pavilion. Two benches will be placed together, with walkways between the sets. The goal is to have the project completed before May 1 st . Mary has placed an ad for bids for the Nelson

		Park Connector Trail. Bids are due by March 13 th , and construction is planned for April. The Rotary Club will be clearing and planting, with the contractor doing the actual trail installation.
5.	Comments from Citizens	None.
6.	Commissioner Comments	<p>Mary Carter commented that Raab Park looks much better since Public Works took the stage down. She has heard from several dog park users that the area is very muddy again and could use some gravel. Mary McCluskey will talk to Dan about placing gravel. She added that the city could use a second dog park.</p> <p>Steve mentioned that the date for the Fish Park stewardship with the Tree Board has been moved to Saturday, March 21st, from 1-4pm. There will be trees to plant, and most likely some blackberry removal.</p> <p>Mary Carter and Mary McCluskey both commented on the Stay and Play Around Poulsbo brochure created by a local graphic artist on behalf of the Poulsbo Marketing Coalition. Since they had some extra room, they included a map of Poulsbo city parks, along with an inset of Fish Park. The initial print was 75,000 brochures, and Mary has some lodging funds for a reprint later this year.</p>

Minutes respectfully submitted by Pat Hightower.