

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

Subject	Regular Meeting Minutes	Date	June 27, 2016
Recorder	Pat Hightower	Time Started	7:05 pm
Committee Chair	Steve Calhoun	Time ended	8:47 pm
Members Present	Steve Calhoun, Mary Carter, Amanda Cheatham, Norm Hersman, Edie Lau, Judy Morgan, Mike Randall		
Staff Present	Mary McCluskey, Parks and Recreation		

Key Points Discussed

No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None.
B.	Agenda and Extended Agenda Review	No changes.
C.	Approval of Minutes: 4/25/16	MSA MC/EL
2.	Comments from Citizens	None.
3.	Agenda Items:	
A.	Morrow Manor-Park Design Update	Rotarian Ardis Morrow gave a synopsis of the Morrow Manor project, and how it came to be. A citizen donated the property to the Poulsbo-NK Rotary Foundation, who will donate the park portion to the city once the short plat has been recorded. There will be 4 duplexes, or eight 3-bedroom, 2-bathroom housing units that will be safe, affordable housing for battered women and children. The Poulsbo Rotary Club will donate \$8000 annually towards maintenance, and the YWCA will manage the units. The houses will be built in 2017. The commissioners reviewed a plan for the 1.21 acre park that will be on the site. The park project will include trails, play structures, sculptured play areas such as a tunnel, a quiet reading area and a picnic area. A bronze sculpture of Mrs. Morrow's great nephew, Eli, who was abused and killed by his father when he was three, will be installed on a climbing rock in the play area. The plan keeps many trees and natural areas, and will use natural materials. A future phase will include a small restroom. Mary has applied for a state grant for the project. The grant money would not become available until 2017.
B.	Skate Park Presentation	Postponed until the August meeting.
C.	Outdoor Basketball Hoop-Update	The commissioners discussed ideas of where to put a basketball hoop: <ul style="list-style-type: none"> • Gateway Church- The church has 3 basketball hoops in a locked area that aren't accessible to the public. Mary asked the school director via e-mail if the public is able to use the three in their play yard, but hasn't heard back. Liability was also a concern, but the school would have protection through the State's recreational immunity law. Mary will keep that conversation open. • Poulsbo Pump Track- Brian Kilpatrick told Mary they will be glad to consider the idea of adding a hoop if there is

		<p>room.</p> <ul style="list-style-type: none"> • Poulsbo Middle School- There's nothing available at the middle school, but it might not be the best option anyway since parents want something in walking distance of the old town area, west of Highway 305. • Centennial Park/Public Works site- The house will be coming down in July. Mary Carter feels that Centennial isn't the right place for basketball hoops. Mary Mc. Expects the new Public Works site to be built by 2017-18, which would open up 2 acres next to Centennial Park. There are storm water issues and a 75 foot creek buffer. The Engineering Dept may put in a storm water feature; it's possible a skate park and basketball hoop could be installed as well. • Nelson Park- Public Works will be tearing the barn down, and Mary has requested money for play equipment in next year's budget, which could include a basketball hoop. There aren't many neighbors, so there wouldn't be issues with noise. • Lions Park- The commissioners agreed that Lions Park is not the place to put a hoop. Edie said she was a bit put off by some of the objections to having teens in the park and the referral of criminal activity, drugs and alcohol. She feels we need more activities for that age group and hopes we're not trying to keep them away from the park. Mary said she has heard some fear of that group.
D.	Trail Priorities	<p>The commissioners reviewed the status of trail projects as based on the Urban Paths of Poulsbo plan (2012). There is some money set aside for trail projects and Mayor Erickson would like recommendations on possible projects for next year. Mary commented that there have been projects accomplished, mostly by the engineering department.</p> <ul style="list-style-type: none"> • 7th Ave/4th Ave- The owner of the property at the north end of 7th Ave isn't interested in a trail easement, and is concerned about liability. • Fish Park to Nelson Park connection- Mary is having trouble finding someone to design footings for that area, which is very soggy. Rotary will do the work once the pilings are in place. • Liberty Bay Waterfront Trail- This project is ready to go to permitting. Once the council approves it, staff will begin applying for grants to fund the \$3.8 million estimated for the project. Part of the trail will be a bridge next to the uplands. • Forest Rock-The owner of the property near the storm water pond has the property on the market, and the engineering department is trying to work in a right-of-way or easement with the sale. • College Marketplace- Vista Park is still tied up with the bank, and are not interested in the trail at this time. • Trails Signage- The Eagle Scout Mary has been working with has turned in his paperwork and will complete the project this summer. Steve would like to see the Wilderness Park Trail sign closer to the road so it is more

		<p>visible.</p> <p>The commissioners will discuss priorities more at the August meeting. It was suggested they review the trails plan, clean it up and make additions in 2018.</p>
E.	Capital Projects - 2017 to 2022	<p>The commissioners reviewed a list of capital projects that Mary has identified for next year. There is currently just under \$81,000 in park impact fees and \$27,000 in park reserves.</p> <ul style="list-style-type: none"> • Morrow Manor- Mary expects the city to put \$100,000 towards this project and is looking for \$125,000 in grants. • Fish Park- There is serious erosion under the last platform and the bank is falling away. An architect is looking at how to get logs in there to shore it up. Mary will request \$25,000 in park impact fees. • Skate Park- \$25,000 in park impact fees will be requested, and planning will begin soon. • Waterfront Park- The mayor would like the rest of the concrete pilings be removed from in front of the gazebo and replaced with benches. Mary estimates that 14 benches will be needed and \$45,000 is budgeted for the project. • Nelson Park- \$25,000 in Park Reserves has been set aside for the playground or possibly a basketball court. <p>Norm mentioned that the boardwalk is badly in need of preservative, particularly the railings, which are warping and coming apart. Mary will talk to the Public Works director to see if there are any plans to do it. Norm added that the chain link fence at Lions is coming apart. Mary said that Viking Fence will be replacing the fence. She will check on the timeline for it.</p> <p>Mary has been working on plans for the replacement of the restrooms at MIW Park. She has come up with a plan for a new building, which would run about \$300,000. The port has come forward with an idea of a shared restroom, shower and laundry facility. They would put \$300,000 towards the project, but would want the restrooms located in the park in a different location than the current restrooms, which would take up more of the park. It would be a shared facility and we would need some kind of a maintenance agreement. Mary will be meeting with the port on July 7 to discuss the feasibility of a shared facility.</p>
4.	Department Head Reports	<ul style="list-style-type: none"> • Poulsbo Pump Track- Mary recently spoke to Brian Kilpatrick, who reported the group has planted ten trees, cleaned up the area, graveled the parking lot and began work on the kids' small track. They still need to work on the retention pond and the large track, and are continuing to fundraise. No projected completion date as of yet. • Fish Park- Mary reiterated the erosion problems at the last platform, and reported that during the Day of Caring event last Friday, 15 yards of rock was installed near the platform to shore up the bank. More work is

		<p>needed.</p> <ul style="list-style-type: none"> • YMCA Study- The city has paid for a feasibility study to determine if a YMCA in Poulsbo/North Kitsap is desired by residents. Mary has heard some of the results and said there weren't a lot of surprises. Most people support the idea, but would want it paid for by donations or grants. The project would cost \$5-8 million to build. The project consultant will do a presentation to the city council on July 20. A study was also completed earlier this year for South Kitsap.
5.	Comments from Citizens	None.
6.	Commissioner Comments	Mary Carter reported that 63 children attended today's Youth Garden activity; last week had over 90.
7.	Adjournment.	MSA MC/EL

Minutes respectfully submitted by Pat Hightower.