



**City of Poulsbo
Poulsbo Parks & Recreation Commission
Poulsbo City Hall**

Subject	Regular Meeting Minutes	Date	February 27, 2017
Recorder	Mary McCluskey	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End time	8:10 pm
Committee Members Present	Steve Calhoun, Mary Carter, Amanda Cheatham, Norm Hersman, Judy Morgan, Mike Randall		
Staff Present	Mary McCluskey, Parks and Recreation		

This meeting was not recorded due to recording equipment issues

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: 12/12/2016	M/S/A MC/JM
D.	Elections	The commission unanimously re-elected Chairperson Steve Calhoun and Vice Chair Edie Lau.
2.	Comments from Citizens	None
3.	Agenda items	
A.	2016 Draft Annual Report	Mary presented the draft annual report for 2016. She likes to highlight a variety of programs and events in the department each year. Judy mentioned that she didn't realize that the City had a partnership with the Poulsbo Community Orchestra. Mary said that the City has been involved since the beginning, and will continue doing registration for the program as long as they want the department involved. Mary will correct some typos and then send it out to the Mayor and Council.
B.	2017 Legislative Report	Mary reported that she and Fish Park Chairperson Tom Nordlie went to Olympia on February 13 for Parks Advocacy Day through the Wa Recreation and Park Association. They met with the 23 rd District legislators both individually and as a part of a group through WRPA. They heard a common message – that the state must fully

		<p>fund education, which means that there will be less funds for other things such as grants for parks. The City has three grants on different program lists. The Morrow Manor Park and Fish Park Development grants sit about halfway on their respective lists. The acquisition of the 4 acres in West Poulsbo is in a good position - #3 in their category. The Senate and House will release their budgets in March, and then all sides have to negotiate funding. The Suquamish Tribe is going to start shellfish harvesting again in the Liberty Bay/Keyport area. The water is much cleaner than in past years.</p>
C.	Skate+Park Committee update	<p>Mary reported that the second meeting of the Skate + Park Committee was held at the end of January. The group is still forming. On Saturday, March 4, a small group will be visiting about 5 potential Skate + Park sites in Poulsbo.</p>
D.	Centennial Park Design Review	<p>Mary reported that there has been some activity with Centennial Park. The City will be removing the house – hopefully this spring. A new restaurant/office building will be built on the east side of the park along 8th Avenue, which means additional pedestrian activity. Mary has found three different grant funding sources for volunteer led improvements to a park/open space area that needs restoration and public access improvements. To that end, Mary met with a variety of people who have been interested in Centennial Park over the years to review the 2007 master plan for relevancy. All agreed that habitat restoration, replanting, and public access with soft surface trails are needed on this site. Active partners will be the Poulsbo Garden Club, WWU – Huxley College of the Environment, and the Suquamish Tribe. Mary will be completing applications for all three of the grants.</p>
4.	Department Report/Project Updates	<p>Poulsbo Pump Track: The volunteers held a big work party on 2/25. They hope to have the park completed by summer.</p> <p>Nelson Trail Easement: Mary received 4 bids for the foundation work. She is preparing a contract and hopes to award the project in the next couple of weeks. Rotary will then be able to complete the stairs.</p> <p>Bench Sponsor Program: The benches are on order, and should be done by mid-April. The city has sold 3 of 14 benches.</p> <p>MIW Waterfront Park Restrooms: The city just received the letter from Dept of Ecology, clearing the old City Hall property from any issues. That means that the project sale can close. Once that happens, the restroom project will be on track for a fall construction timeframe.</p>

		Metropolitan Park District: The Mayor asked the Planning Department to do some research on the different ways to form a Metropolitan Park District. Now that she has this information, she would like to put a work group together to look into a MPD for the City. The formation of the district would provide a revenue stream for park development. The assessment would be .50 per \$1000 valuation, or \$150 on a \$300,000 home. She does not foresee any changes to the management of the parks maintenance or recreation divisions; but instead wants to see some of the park projects get completed. She would like 1-2 park commissioners to be a part of the work group. She will let them know once a meeting is organized.
5.	Comments from Citizens	None
6.	Commissioner Comments	The Poulsbo Garden Club is hosting Dan Hinckley at their next meeting.

Minutes respectfully submitted by: Mary McCluskey