



City of Poulsbo
Poulsbo Parks & Recreation Commission
3rd floor conference room Poulsbo City Hall

Subject	Regular Meeting Minutes	Date	October 30, 2017
Recorder	Mary McCluskey	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End time	8:20 pm
Committee Members Present	Steve Calhoun, Mary Carter, Mari Gregg, Kelly Michaels. Edie Lau, Mike Randall		
Staff Present	Mary McCluskey, Parks and Recreation; Council member Ken Thomas		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative	
A.	Questions & Concerns of the Committee	Steve introduced new commission members Mari Gregg and Kelly Michaels. Each spoke about their interest in the commission, professional backgrounds, and how long they have been in Poulsbo.
B.	Agenda and Extended Agenda Review	The Commission agreed to move the December meeting date to Monday, December 11. Steve also asked to discuss a joint work party at Fish Park with the Tree Board.
C.	Approval of Minutes: 6/26/2017	M/S/A MC/EL
2.	Comments from Citizens	None
3.	Agenda items	
A.	Park Projects Update (see report)	Park projects continue to keep staff busy. Working with the Poulsbo Rotary Club for the Bond Road house demolition, slated for mid-November. Trail markers were installed in the past two weeks. Viking Fence donated their time to install the posts and another volunteer added the engraved signage. Work parties in September/October moved 20 tons of rock to the eroding bank in the north end of the park. This rock will help stabilize that bank. The 30' missing part of the Nelson Park trail easement has been completed by Poulsbo Rotary Club members. Mary is working with the Kitsap Conservation District to create a blackberry removal/native planting project in this area. The Poulsbo Pump Track had a grand opening on October 28. There

		<p>were a lot of families in attendance. This is a great addition for free, family activities in Poulsbo. At the Waterfront Park, the new Gazebo supports are installed, railing has been removed for improved viewing, sidewalks for the new benches should be poured soon, and the bathrooms are set to arrive November 20. 9 of 14 benches have been sponsored. The house demolition at Centennial Park has been delayed until the Waterfront Park project is completed. The City received a grant from Home Depot to make improvements inside of the caretaker's residence at Nelson Park. Poulsbo Rotary Club members and Home Depot employees have been laying new floor, cabinets and painting (paint provided by Peninsula Paint). The target move-in date for Coffee Oasis is November 15. The City is working with a team from "Leadership Kitsap" that will help promote interest in putting the future Skate Park at the current Public Works site. The team from LK will plan and paint a "community mural" on the side of the Public Works blue building that faces Iverson Street. They will involve community members during this process, and will have it completed by May 2018.</p>
B.	State Capital budget update	<p>Mary reported that there is still no 2017-2018 capital budget. The assumption is that discussions on this will not happen until the legislature goes into session in January. Poulsbo park projects awaiting funding includes the West Poulsbo Park Acquisition, Poulsbo's Fish Park and possibly Morrow Manor.</p>
C.	Summer 2017 review	<p>Parks & Recreation's Admin Assistant Pat Hightower puts together an annual report that the Parks & Rec Commission first requested a few years ago. The staff felt that 2017 was a busy summer, and the registration numbers show that. Residents using parks & rec still make up just over 20% of registrations. The most popular camps in 2017 included KCMT Musical Theatre, tennis, gymnastics, nature, sailing, volleyball skills and Summertime Discovery Camps. About 1/3 of registrations are done online, and that has been very consistent for the last four Septembers. Mary believes that people still like to phone or walk into a building and talk with someone who will help them.</p>
D.	Kitsap Salmon Tours and Daffodil Planting Day	<p>Mary reminded the commission that there are two events in Poulsbo on Saturday, November 4.</p>
E.	Trail Plan Update 2018	<p>It has been almost 6 years since the creation of the Poulsbo Trails Plan. To be consistent with other plans, there should be a 6 year review in 2018. Mary feels that it can be done in-house, and has requested some dollars for overtime and printing costs. Edie suggested that the</p>

		commission begin with re-reading the plan. Mary will know about funding at the December meeting.
4.	Department Reports	None
5.	Comments from Citizens	Ken Thomas thanked Kelly and Mari for volunteering their time to the commission. Poulsbo is a great community because community volunteerism. He also reported that the local American Legion Post is selling bricks for the new Veterans Memorial at the American Legion Park parking deck. It will also have benches and a flagpole. 2019 is the century mark for the end of WW1.
6.	Commissioner Comments	<p>Steve suggested that the joint work party with the Tree Board at Fish Park be held November 19. He will send a note to the commission members as it gets closer.</p> <p>Kelly asked about the status of the old landfill just off Highway 305, and what steps are needed to use that site. Mary said that there are two big issues with the landfill that need to be solved: (1) access onto Highway 305 from the small dirt road Stenbom Lane; and (2) the Kitsap Health District must give their approval on using the site that has been closed since 1976. There are some planning meetings currently occurring on future Highway 305 improvements, and access from Stenbom should be part of the discussions. Kelly suggested that it would be a good site for a Dog Park, and many agreed.</p>

Minutes respectfully submitted by: Mary McCluskey