



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

<b>Subject</b>	<b>Regular Meeting Minutes</b>	<b>Date</b>	December 11, 2017
<b>Recorder</b>	Mary McCluskey	<b>Start Time</b>	7:00 pm
<b>Committee Chair</b>	Steve Calhoun	<b>End time</b>	
<b>Committee Members Present</b>	Steve Calhoun, Mary Carter, Mari Gregg, Kelly Michaels, Judy Morgan, Edie Lau, Mike Randall		
<b>Staff Present</b>	Mary McCluskey, Parks and Recreation		

<b>Agenda</b>		
<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>
<b>1.</b>	<b>Administrative</b>	
A.	Questions & Concerns of the Committee	Judy Morgan said that she had visited Waterfront Park today and is pleased with the project.
B.	Agenda and Extended Agenda Review	Mary distributed some information to the Commissioners from citizen Rita Hagwell.
C.	Approval of Minutes: 10/30/2017	M/S/A MC/JM
<b>2.</b>	<b>Comments from Citizens</b>	None
<b>3.</b>	<b>Agenda items</b>	
A.	Kiwanis Park/Kiwanis Club Involvement (Darryl Elves)	<p>Mary introduced Darryl Elves from the Poulsbo Kiwanis Club. The club has been involved with the park for many years. They replaced the roofing in 2016. They would like to come up with some additional projects that they can help with at the park. It could be either volunteer or funding.</p> <p>Mary had the Planning Dept put together map showing Kiwanis Park, the Klingle Property, and the WSDOT Mitigation Site that will be given to the City in 2019. This is an open space site and will only support limited trails and benches. Access to the site may be through the NE corner of the Kiwanis Park site. This area could support a trail system within the 2-3 parcels. It is a bit pitchy with a slope running towards the mitigation site.</p> <p>Darryl showed a series of current park photos. He was glad to hear that 1<sup>st</sup> Ave NE will not be going through per the City Engineer. That allows for more field and</p>

		<p>open space for play. He would like to see some parking lot improvements, securing of the shelter facility (more knee braces and general maintenance), and some family recreational activity such as volleyball, softball, or Regulation Croquet. Such improvements will need support from the city. He also feels that water to the park is important. Mary will ask Public Works what the cost might be for a new water hook up. Getting power to the site is also desirable. Darryl feels that a 5 year phased plan to upgrade the park would be good. Steve commented that the park would need to get on the City's Capital Improvement Program, and then they would prioritize this project with others. Mary recommended that such a plan should be determined by summer 2018 for inclusion in the 2019-2020 budget.</p>
B.	Trail Plan Update 2018	<p>Mary reported that the City Council is funding the update to the Trail Plan in 2018. The Commission agreed that the first step is a community survey. Mary will have draft survey questions and a 2018 schedule at the February meeting. Citizen Rita Hagwell dropped off a packet of information regarding the trail plan for the commissioners.</p>
C.	Park Projects Update (see report)	<p>Mary reported that the Waterfront Park project has gone quite well, and the final concrete pours for sidewalks will be completed this week. The park was open for Jule Fest on December 3, but closed again for additional work. The restrooms arrived on two trucks on November 20, and they worked into the evening to get them hooked up. 12 of the 14 benches have been purchased. Judy commented that the park looks so big with the building set back on the property. Judy talked about the landscaping of the project, and some of the trees have been pruned. Some areas need to be replanted. The south end of the park is still dark. She feels that the Flotinia hedge should be removed. She asked if the commission would be able to look at a landscaping plan. Mary will talk with Public Works for the plan. Mary C. said that the Garden Club will assist with daffodil plantings if needed, but they should be planted in January.</p> <p>Mary reported that the \$1 house at Fish Park along Bond Road has been demolished, thanks to the support from the Poulsbo-NK Rotary Club and Tom Nordlie.</p> <p>Mary met with the Mayor and representatives of Coffee Oasis today. The Nelson House improvements are completed, and once the "house mother" is secured, the group will move into the house.</p> <p>The demolition of the houses at Centennial Park should</p>

		occur in January. Improvements will probably begin in the spring.
D.	Heritage Tree Program	Mary reported that the Poulsbo Tree Board has been working on a Heritage Tree Program in 2017. The goal of the project is to find and give official recognition of trees that are significant within the community. Some might be on public property, but most will be on private property. The hope is that this program will increase public awareness of the benefit of trees, reinforce that trees are a part of the City's character, draw attention to and educate the public about protecting the trees, encourage public participation, and engage the citizens in the City's Urban Forestry Program. Incentives for the homeowner includes the publicity on the City's website, a plaque, and the availability of the City arborist to do an initial inspection and give maintenance recommendations for the tree. The Tree Board would like these Heritage Trees to "go with" the title of the property. Mary is concerned that this may scare off some property owners as they may feel that such a designation might reduce their property value. That is not the goal, of course. More to come after the January Tree Board meeting.
<b>4.</b>	<b>Department Reports</b>	None
<b>5.</b>	<b>Comments from Citizens</b>	None
<b>6.</b>	<b>Commissioner Comments</b>	Judy commented that the department is doing a better job at marketing. The newsletters are very good. Steve would like a quick link on the City's webpage that says 'maps', so it is easier for people to access available maps such as Poulsbo City Parks; Poulsbo's Fish Park; and the City Walking Map. Steve also said that the joint work party on November 17 was wet and cold. There will be another work party in the spring. Kelly asked if there is a plan for directional signage for City parks, since some parks, such as Betty Iverson Kiwanis Park, is somewhat hidden. Mary said that there is some signage for the bigger parks, but not for the neighborhood parks.

Minutes respectfully submitted by: Mary McCluskey