



City of Poulsbo
Poulsbo Parks and Recreation Commission
City Hall – 200 NE Moe Street
Council Chambers

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| Subject | Regular Meeting Minutes | Date | February 26 , 2018 |
| Recorder | Pat Hightower | Start Time | 7:00 pm |
| Committee Chair | Steve Calhoun | End Time | |
| Committee Members | Steve Calhoun, Mary Carter, Mari Gregg, Kelly Michaels, Judy Morgan, Edie Lau | | |
| Staff Present | Mary McCluskey, Parks and Recreation; Nikole Coleman, Planning | | |

Agenda

| No. | Topic | Action/Recommendation/Discussion |
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| 1. | Administrative | |
| A. | Questions and Concerns of the Committee | None |
| B. | Agenda and Extended Agenda Review | Add: 3D. April Meeting Date Change. |
| C. | Approval of Minutes | M/S/A MC/JM |
| D. | Elections | Chairperson- Steve Calhoun M/S/A MC/JM Vice Chairperson- Edie Lau M/S/A MC/JM |
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| 2. | Comments from Citizens | Rita Hagwell provided a 2-page handout for the commissioners. She confirmed they received the handout she had sent for the December meeting since she wasn't able to attend. She asked the commissioners to not sign anything that has her land with trails on it, or there would be legal consequences. |
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| 3. | Agenda Items | |
| A. | Poulsbo Trail Plan Update | Mary introduced City Planner Nikole Coleman, who will be helping with the update to the Urban Paths Plan. The original document was created 6 years ago, and past successes and future plans will be added. Nikole has refreshed much of the language in the first draft. In April, the commissioners will update the inventory, projects and maps. An Open House will be held in June, and in August, they will review the updated draft. October will be final revisions and commissioner recommendations. The plan will be included in the city's 2019 Comprehensive Plan. Discussion was held on whether there is a need for a new survey. The Engineering Dept. is working on a city-wide safety plan and the two plans will overlap. |

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| | | <p>They are up against a grant deadline in mid-April. The commissioners decided to discuss survey needs again in April. They also considered priorities, safety vs. recreation, and that more people live in and visit the area more than six years ago. Judy Morgan commented that the first draft is more concise and easier to read than the original plan. Mary Carter added that the original version had a lot of background in it that people no longer need to know. Mary wants to update the Community Health paragraph and will be reviewing information sent to her by the Public Health District. Judy would love to see all sidewalks finished, such as 9th St. and Fjord Drive, and feels bike traffic should be kept off Fjord for safety reasons until it becomes a one-way street.</p> |
| B. | 2017 Annual Report | <p>The commissioners reviewed the 2017 Annual Report. Corrections and suggestions included changing the number of children attending the Youth Garden activities, putting the most popular programs in alphabetical order, clarifying whether the facility rentals table are number of rentals or dollar amounts, and putting the increased number of households receiving the department newsletter into a percentage. Mary Mc. also clarified that the reason for the drop in Recreation Center facility use between 2016 & 2017 was due a renter who had been using several spaces, several days per week, had moved out. She added that a new renter was starting up soon. Mary C. commented that Mary had done an excellent job. M/S/A with corrections. JM/KM</p> |
| C. | Park Project Updates | <p>Fish Park- Mary reported that a capital grant of \$475,000 has been awarded and will be used to connect the newest parcels along Bond Road. Mary has started on the paperwork and expects major construction work to begin this fall or next spring.</p> <p>Nelson Park- Many blackberries have been removed, and there is a vista through the trees and to the water. Native plants have been planted, and once the noxious weeds under the steps have been removed, that project will be complete. An Eagle Scout will be installing a "natural" playground using composite stumps and logs along the trail and in the area where the barn was. The city will help pay for the project, which should be done this summer.</p> <p>MI Williams Park- Only one bench is left, all others have been sponsored. Mary and the Parks staff met with a landscape architect, who suggested taking some hedges out as well as some failing plum trees.</p> |

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| | | <p>New plants arrived today, including hydrangeas. Over the weekend, someone scratched the stainless steel in the restrooms. They have been vandalized before when someone painted the walls.</p> <p>Centennial Park- The house in the park, as well as the 8th Ave. house, have both been removed. The areas are now drying out. There will be a work party from 9a-12n on March 17 to work on creek restoration. Another work party is scheduled for May 5, the same day that a mural will be painted on the Public Works building. Mary received 3 concepts for the mural, which she showed to the mayor and management staff and got some suggestions. The grant that the city currently has for Centennial Park will also include building trails to 8th Ave. City Council recently approved a new stormwater project for under 8th, which includes a new culvert.</p> <p>Nelson Park-The Coffee Oasis group has moved in and includes a supervisor and five young women. They are cleaning restrooms and the picnic shelter and have been trained by the park maintenance staff in grounds keeping.</p> |
| D. | April Meeting | Steve will be on vacation for the April meeting. The commissioners agreed to move the meeting to April 30. |
| 4. | Department Head Reports | <p>Mary reported that Morrow Manor hopes to begin building this summer. The YMCA will manage the operations of the houses.</p> <p>The Skate+ Park survey results are on the Planning Dept page under the Urban Plans of Poulsbo Update quick link. Mary said it was refreshing to see people interested, and that people were looking for things for all ages groups.</p> <p>Mary informed the commissioners that the Engineering Dept. is in negotiations with the property owner of the four parcels of land on 5th Ave on the Viking side. This property has been on the CIP list for many years. Engineering would need one parcel for storm water, but the rest would be a park. She will let the commissioners know when she hears more.</p> <p>Mary reported that at the last Community Services Committee, Daron Jagodzinski of the Public Facilities District (PFD) said that there will be funding available for a new project, possibly in Poulsbo. She added that the PFD encourages projects that contribute to economic development. She has been discussing it with the mayor and will provide more information when she has it.</p> |

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| 5. | Comments from Citizens | Rita Hagwell spoke about her land and her history in the area. She mentioned that someone had taken her sign down, and that it was part of the attorney's letter. |
| 6. | Commissioner Comments | Edie Lau mentioned visiting a business in Fairhaven called Paws for a Beer that is an indoor/outdoor dog park with refreshments. She thought it would be a great business to have here and could possibly be contracted out. Steve mentioned the city land up near Olympic College. |

Minutes respectfully submitted by Pat Hightower.