



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

Subject	Regular Meeting Minutes	Date	April 30, 2018
Recorder	Pat Hightower	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End Time	9:00 pm
Committee Members	Steve Calhoun, Mary Carter, Justin Johnson, Kelly Michaels, Judy Morgan, Edie Lau		
Staff Present	Mary McCluskey, Parks and Recreation; Nikole Coleman, Planning; Ken Thomas, City Council		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative	
A.	Questions and Concerns of the Committee	Mary introduced new commissioner Justin Johnson. Justin and his family regularly use park resources and he wanted to contribute. He is also involved with the Skate + Park Committee.
B.	Agenda and Extended Agenda Review	No changes.
C.	Approval of Minutes: Feb 26, 2018	M/S/A JM/MC
2.	Comments from Citizens	<p>Linda Berry-Maraist gave an update on regional trails. She handed out maps showing various updated connections. The NK Trails Committee has been working on trail connections across Kitsap, using as much open space as possible and trying to connect to all cities. A possible connection to Poulsbo via Big Valley Road has been ruled out due to difficult terrain. They are looking at new ways, possibly along Lincoln, then along the new shared use path via Maranatha, Noll, and the Johnson Rd. connection to Hwy 305.</p> <p>Rita Hagwell commented on the conceptual trails map, and what it would cost to put an urban path across her property. She shared that her attorney feels the city is engaging in deliberate conduct to drive down the value of her property.</p>
3.	Agenda Items	

A.	Urban Paths of Poulsbo	<p>The commissioners reviewed the updated Urban Paths Plan draft and inventory map. Discussion included:</p> <p>Pg. 7: The language in the Community Health section was changed to more generalized information, rather than being pursuant to Kitsap County. The commissioners agreed to leave the new language.</p> <p>Pg. 12: The graph previously used to show the existing trails and routes for pedestrians and bikes contained data that was more of a guesstimate, and staff decided that a map would be the best way. The draft map will be filled in later with relevant street names, park connections and other features. A second map could show existing urban trails and those completed since 2011 and prior to that. A third map would show the new conceptual proposed priorities. Nikole will bring the draft maps to the open house in June.</p> <p>Pg. 13: Judy would like to add Fjord Drive to the section on safety concerns, between 6th and Hostmark. The commissioners discussed the safety plan that the Engineering Dept. presented to city council. Safety issues at the intersections of 8th Ave & Iverson and Jensen Way/King Harald Vei at Front St. were also discussed.</p> <p>Pg. 15-23: In the Priorities section, Mary has crossed off priority accomplishments. A community open house is planned for 5:30p on June 25, right before the commission meeting, to give the public input on trail priorities. Judy would like to see the sidewalks on Fjord extended beyond 9th Ave, and feel they need to be wider than 5 feet. Nikole will take her recommendation to the Engineering Dept, who will be updating the sidewalk standards this year. It can also be added to the trails plan. The commissioners talked about the continuing need for sidewalks on Hwy 305, particularly between Central Market and Olympic College; what might be completed by the new development going in on the north side of 305 near Bond; and what WSDOT's plans might be.</p> <p>Connections from the new west side park to Nelson and Fish Parks will also need to be considered. Mary reported that a few people had been interested in the Walking Ambassadors program, but it has not been an active program. Maybe try it once a year on National Trails Day. Judy Morgan mentioned a Walking School Bus program in Seattle. Steve suggested bringing the program up again at the open house. The commissioners will discuss new ideas at the June meeting.</p>
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B.	Morrow Manor Community Park-Review	<p>The commissioners reviewed the conceptual sketch of the park. The original grant that Mary had applied for in 2016 was not approved. That ended up being okay, as the residential house haven't been built yet. She has applied for another grant, which, if approved, will have funds available in 2019-21. There is one more chance to make changes to the design before she does her presentation in August. The park plans call for a tree fort, game tables and Parkour using natural features. The Rotary Club has committed to building two of the features and will also be installing a large rock with the statue. The park will be at the corner of Noll and Mesford, and a piece of the Noll Road Shared Use Path will be on the park. A restroom will be a future project and is not a part of this grant.</p>
C.	2019-2020 Budget Biennium	<p>Mary is working on the 2019-20 budget and would like the commissioners to start talking about projects at the June and August meetings. There will not be as much money to work with due to the west side property acquisition, but she expects about \$100,000 in park reserves each year. Mary will bring some ideas in June, and they'll need to start envisioning what they want to see at the west side park. Also, the Austurbruin playground needs updating.</p>
D.	Upcoming Events	<p>There are several events on Sat., May 5, including the Centennial Park work party from 9a-12n and the Poulsbo Community Paint Day from 10a-3p next door at Public Works, where they will finish painting the mural. Everyone is invited, and even children will be able to participate by making handprints. Mary C. shared that the Poulsbo Garden Club will be having its sale at the old Ace Hardware on Viking, beginning at 9a. Mary Mc. reported that about 25 people attended the Arbor Day celebration at American Legion Park. The Poulsbo Garden Club purchased one tree, and PSE purchased 6, including Western Red Cedar, dogwood, and hemlock.</p>
E.	Park Projects Update	<p>Bike Racks- 3 bike racks were installed at the waterfront park when they finished the project. Joe Walker is looking at other areas downtown to install more racks.</p> <p>Fish Park- Mary received a second grant for the pedestrian link. She has received a tentative okay to restructure the grant to include an acquisition, as the owner of some property north of the park might be interested in selling.</p> <p>Nelson Park Trail Easement and Play Area- The trail connection project has been completed and native plants were installed in early March. Mary is now working with an Eagle Scout to install some natural play equipment in the area where the old barn was</p>

		<p>and along the trail to Fish Park. She's hoping to purchase about \$25,000 of equipment and have him coordinate the installation.</p> <p>Memorial Benches- The bench sales at the waterfront park are complete, but there is some bench availability for hillsides and the cemetery.</p> <p>Centennial Park- After the work party this week, it's hoped that a contractor can come in to do shaping and clearing, and add topsoil to low areas.</p> <p>Skate + Park- Mary will have flyers on Saturday letting people know what happens next. Until funding is found to build the new Public Works facility and they can move off the current site, it will be unknown whether the site will work for the Skate + Park.</p> <p>West Side Acquisition- The sale hasn't closed on the property yet, but the price has been agreed upon and paperwork is being drawn up.</p>
3.	Department Head Reports	None.
4.	Comments from Citizens	<p>Rita Hagwell reiterated that she would like the conceptual trail line off her property on the Urban Paths map.</p> <p>Ken Thomas liked the Walking School Bus idea and will bring the idea to the school district's attention at the next NKSD board meeting. He added that the city has the best park system for a city of its size west of the Mississippi River, and thanked the commissioners for their work.</p> <p>Linda Berry-Maraist said that it was a proud moment to look at all that has been done with the trail plan, and that the city has accomplished a lot. She thanked the commissioners for getting it done.</p>
5.	Commissioner Comments	Judy commented on how nice the Parks and Recreation Spring/Summer brochure looks. She's looking forward to seeing the hula group during the concert series. Mary mentioned that the nationally-known group, Lemolo, who is from Poulsbo, will be returning home to do one of the free concerts this summer.
	Meeting Adjournment 8:45 pm	M/S/A JM/EL

Minutes respectfully submitted by Pat Hightower.