



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

Subject	Regular Meeting Minutes	Date	August 27, 2018
Recorder	Pat Hightower	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End Time	8:52 pm
Committee Members	Steve Calhoun, Mary Carter, Mari Gregg, Judy Morgan, Edie Lau, Justin Johnson		
Staff Present	Mary McCluskey, Parks and Recreation; Nikole Coleman, Planning; Ken Thomas, City Council		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	None.
B.	Agenda & Extended Agenda Review	None.
C.	Approval of Minutes 06.25.18	Under Department Head Reports, Fish Park, indicate that the property being spoken of is the \$1 house property. M/S/A MC/JM
D.	Comments from Citizens	<p>Rita Hagwell brought in small gifts and thank you cards for the commissioners prior to the meeting.</p> <p>Molly Lee expressed her concern regarding 200 acres of land that was transferred from the Dept. Of Natural Resources to Kitsap County two years ago, as it contains the headwaters of the middle fork of Johnson Creek. She said that the Mayor and county are currently having discussions about expanding the Urban Growth Area to include this property for use as a school or industrial area, not a park. She feels this would promote roads from Highway 3 to Viking Way, which would cross the creek and remove habitat. She added that a developer has purchased several properties in the area, including an easement through the parcel. She also encouraged the commissioners to consider purchasing a 4-acre parcel along Johnson Creek and a 9-acre parcel at the corner of Finn Hill Road and College Marketplace Way to preserve the Johnson Creek area.</p>
2.	Agenda Items:	
A.	Urban Paths of Poulsbo-Final Review	<p>Mary thanked the commissioners and Nikole, and commented that the project has gone smoothly. Mary Carter commented that so much had been done that there aren't many trail priorities anymore. Mary Mc gave kudos to the planning and engineering departments for thinking ahead. Mary will share the plan with the mayor, then take it to council in September. It will be updated as part of the CIP process.</p> <p>M/S/A The commissioners moved to accept the updated plan as submitted. JM/EL</p>

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B.	Commissioner Park Tours and Reports	<p>The commissioners generally do a park tour in August but decided to have each commissioner visit a couple of parks and report on them at the meeting. Mary compiled their pictures into a slide presentation, and the commissioners made comments on each park.</p> <p>Oyster Plant-Judy Morgan- The park has been heavily used this summer by youth swimmers and kayakers and a portapotty was added this year. Traffic has gotten backed up at times, and people have been parking illegally along the road.</p> <p>Poulsbo Pump Track-JM-The Evergreen Mountain Bike Alliance worked over a year to put the pump track in. They do one public event per year, which will be in September this year.</p> <p>Wilderness Park-Mary Carter- Mary C. commented that the park is still pristine. There are some trees along Hostmark that need to be limbed up and shrubs trimmed and the sign at Caldart has been vandalized and needs replacement.</p> <p>Muriel I. Williams- MC- The park is the most heavily used, as well as the most labor-intensive to maintain for Public Works. The park was created in the 1950's when the bay was dredged, and landfill added for the park and parking lot. Prior to that, the storefronts hung out over the bay. The gazebo was built in the 1970's, and a time capsule added at the north end in 1986.</p> <p>Raab-Mari Gregg- This popular park is very kept up, the walking path is well-maintained, and the gardens are beautiful. The horseshoe pit gravel could use some freshening up. The urban path from 11th Ave. is well travelled, but the fences have graffiti on them, and some fence has fallen. Mari suggested some benches along the perimeter of the trail as rest spots.</p> <p>Austurbruin-MG- The park includes a play area and wooded area with paths. The paths are easily walkable, and there are some picnic areas and benches that could use some pressure washing. One of the toddler swings seems loose. Public Works would like to replace the aging playground in 2019 before there are safety issues. There are a lot of blackberries in the back portion of the park. Steve suggested putting a work party together to do some clean up.</p> <p>Betty Iverson Kiwanis-Edie Lau - The park is pretty and well-kept, and the playground looks new, although it was installed in 2007. A trail leads to the old 8-acre Klingel Property, which contains some derelict buildings that have been vandalized, with broken glass scattered around. The trail needs signage letting people know that it is not part of the park. To the north of the park is the 14-acre state mitigation property that will be turned over to the city eventually.</p> <p>Centennial-EL-The park has been cleaned up nicely by both work parties and contractor excavator work. Large woody debris has been added to the creek, and students from WWU Poulsbo have created interpretive signs. Another WWU student completed a tree identification project with signage. More people are taking a shortcut through the park from 7th Ave.</p>

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		<p>Nelson-Steve Calhoun-The interior of the house has been remodeled by the Poulsbo Rotary Club and Home Depot, and is now run by Coffee Oasis. The park is laid out nicely and the playground equipment and shelter are in great shape. A trail connects the park to Fish Park, installed by the Poulsbo Rotary Club. An Eagle Scout will install a nature climbing area just off of the trail.</p> <p>Fish Park -SC-Signposts have been installed over the past year helping people find their way out, as there are many looped trails. A reclamation project along the creek has included putting rock down as well as foliage to lessen the erosion. There are plans to put a trail around the meadow further back into the park, and another viewing platform. The \$1 property will be opened up with a trail within the next year. They are looking to install a natural playground. Two large grants have been received and there should be a lot of activity at the park over the next couple of years.</p> <p>American Legion-Justin Johnson-There are some areas needing maintenance at the park, including a pylon with big spikes at the bottom of the beach at the south end, as well as some rotten wood on stairs and benches with exposed nails. The bathrooms are kept very clean. There are currently two infant swings and no regular-size swing, which has changed since they were put in.</p> <p>Forest Rock Hills-JJ-There are many trails connecting to the park trails, probably 4-5 miles in all directions, on private property. While there is a sign on the trail saying that it is the end of the park, it doesn't indicate that the property beyond is private. The trails leading beyond go to property that is used and maintained, including a small waterfall area. There are some maintenance issues as well, including exposed nails on the picnic table, some damage or melting of the plastic playground perimeter.</p> <p>Lions-Kelly Michaels-The pump station is on the park property near the restroom. There is funding recommended in the budget to replace the entire park fence in 2020. The tennis courts are also lined for pickleball, and the net will probably be replaced next year.</p> <p>Net Shed Vista-KM-There is one parking stall along Fjord. The resident behind the park would like the views opened up, but trees can't be removed because it is a critical area.</p> <p>West Poulsbo-Mary Mc-The park purchase closed on Friday, August 24. A visioning process will occur in the next couple of years.</p>
C.	Park Projects Reports	<p>Fish Park – Mary is coordinating the two grants received and has put in requests for qualifications to six landscape architects. It is hoped that a platform and trail at the \$1 property will be completed by the Salmon Tour event in November.</p> <p>Nelson Park- Mary is working with five Eagle Scouts right now on a variety of projects, including a Nature Play area in Nelson Park. This should be done in September.</p> <p>Centennial Park- There is a work party September 15. An Eagle Scout will be installing trails and will do a walk-through to stake them out. New</p>

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		<p>signage has been designed by a WWU student and Mary is researching vendors to create them. An Eagle Scout will be clearing the island in the next week or so. A group from WWU will be planting native plants in November. Public Works will install 3-4 parking spaces up near the new Vibe Co-Works building.</p> <p>Morrow Manor- Mary did a state grant presentation a couple of weeks ago. It will be late September before we know how it scored. The buildings have not been started yet. It's hoped the park development will be done in 2020.</p>
3.	Department Head Reports	None.
4.	Comments from Citizens	<p>Councilman Ken Thomas commented that he really enjoyed the details of the park tour. He brought the commissioners up to date on the Veterans Memorial going in at the upper parking lot at American Legion Park. The Legion has dedicated over a year to raising funds for the project by selling bricks. This Veterans Day they will shift over to construction of the memorial. He suggested that the group could help with some of the park maintenance as part of the memorial project. Justin will put a list together, which Mary will send to everyone. Steve added that Ken should let him know if he needs volunteers.</p>
5.	Commissioner Comments	<p>Judy expressed her thanks for the gift and card from Mrs. Hagwell, to which the commissioners agreed.</p> <p>Judy thought it was fun doing the park tours. Mary C was struck by things she doesn't usually noticed and enjoyed getting a different perspective.</p>
6.	Adjournment.	M/S/A JM/EL Next Meeting: October 22

Minutes respectfully submitted by Pat Hightower.