



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

Subject	Regular Meeting Minutes	Date	February 24, 2020
Recorder	Mary McCluskey	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End Time	8:10 pm
Committee Members	Steve Calhoun, Mary Carter, Justin Johnson, Kelly Michaels, Judy Morgan		
Staff Present	Mary McCluskey, Parks and Recreation		

Agenda

No.	Topic	Action/Recommendation/Discussion
	The Recording didn't work until 7:13pm	
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	None
C.	Approval of Minutes: 12 16 2019	M/S/A MC/JM
D.	Comments from Citizens	<p>Lindsey Kravitz gave an update on the Splash Pad. She has been researching splash pads in other communities, has conducted a community survey and site survey, and has gotten good responses throughout her work. The Kitsap Community Foundation link goes live this week, and they will be collecting donations. The volunteers will have an informational booth at Viking Fest. The project will be added to the capital facilities plan during the 2019-2020 Comprehensive Plan update. She feels it's hard to fundraise without having a proposed site, and she has been advocating for Raab Park. The community wants the splash pad now, so the timing of the PERC doesn't meet their criteria. Some city council members have shown support, but she would like to have an official vote by the council. Becky suggested that they pack the house. The proposed design would include a Viking Ship. She has put together an \$800,000 proposed budget, including \$500,000 for the actual build, \$140,000 for four years of maintenance and \$160,000 for other costs such as donor recognition and cost overruns. The Splash Pad will take a .25 FTE to maintain, some of which can be done remotely.</p> <p>Lindsay has talked with the Pool Manager, Mark VanHuis. He is spray-pool certified, and the City could possibly contract with NKSD to operate the Spray Park. She will be meeting with the district superintendent next week.</p> <p>Part of the fundraising will include personalized bricks. The bricks would be attached to a seating wall. 4x8-inch bricks will cost \$300; 8x8-inch will cost \$500.</p>

		Shannon Turner of Poulsbo is also supportive of the splash pad at Raab Park. He feels it will work well with the Play for All playground. He feels kids need to be outside, especially on hot days, and that it will bring kids and parents together and enhance the community. He works for Rep. Appleton, who he said is also supportive of the project.
2.	Agenda Items:	
A.	Elections	Steve Calhoun will remain Chairperson and Edie Lau Vice Chairperson by unanimous vote.
B.	2019 Annual Report	The commissioners reviewed a draft of the 2019 Annual Report. Mary commented that a lot got accomplished this year. Under Parks Projects, Rotary Morrow Community Park, a correction should be made that the park was deeded by the Poulsbo NK Rotary Foundation. For the Centennial Park Arboretum, Mary clarified that the tree identification signs with QR codes will be installed prior to Arbor Day, when the last 7 trees will be planted. Kelly would like to see the Skate Park added to the report, since Josh Fisher just updated the commission at the last meeting. She also inquired about the age of the recreation registration software program. She feels it's not user friendly. Justin agreed. The software went live in Sept 2013, and there are no plans to replace it at this time. Mary offered to check into why Kelly may have had trouble with the program.
C.	Memorial Benches	Due to new requests, Mary feels the city needs a Memorial Bench policy and provided a draft to the commissioners for their review. The policy gives the city the ability to work with families on placement, and as well as giving the city final selection on the benches for consistency. Two benches were put in at Centennial Park in September along the creek and are made of composite wood. Others may go in Fish Park and along city rights-of-way, or when a property owner has given their permission. Mary will work with Public Works on placement. The commissioners thought the policy looked good and made it clear that the city has the final say.
D.	Project Updates	Centennial Park- The last 7 trees that were purchased by a Dept. of Natural Resources grant last year will be planted on Arbor Day, Sat, April 25. 13 trees will have been planted and identification signs for all of them will be installed. Play for All- The public rollout of the project will be on Sat, May 2, 10a-1p at Raab Park. There will be a variety of activities, along with organizations that provide services for special needs. The playground area will be marked out. Mary C. expressed concern about the locust trees. The water tower project was also discussed. The old tower will remain, and a second one installed, which will require the basketball court and the restrooms to be moved. It's possible a couple of trees may have to be removed. Requests have been made to add pickleball lines to the court. They will need to assess how close the court should be to Meredith Heights homes due to noise. The caretaker's mobile will be replaced at some point but won't be affected by this project. The restrooms are out for bid and will take about three months to build. It will probably be the end of summer before the project begins.

		<p>Poulsbo’s Fish Park- The next phase of the project is for improvements to the Lord Property, parking lot renovation and new boardwalks throughout the park. SEPA (environmental protection act) comments and permits are being finalized. The plan is to go out to bid in Mid-March. There will also be some volunteer projects including gravel trails and boardwalk around the meadows. The project has been a long time coming and is being funded by a Senate Appropriation and an RCO Aquatic Lands grant.</p> <p>Public Works Site- The current site is now having an environmental assessment to determine if anything will need to be cleaned up or fixed as they prepare to move out of the site. That won’t take place until about 2023.</p> <p>Rotary Morrow Community Park- Mary thanked the commissioners that were a part of the consultant interviews. Fischer Bouma was selected to be the consultant that will put the construction plans together. A tree assessment will be done to determine which trees are staying. This will be done in the next couple of weeks.</p> <p>Dept. of Transportation Mitigation Site-The final paperwork has been submitted requesting the release of the 14 acres of Highway 305 mitigation property to the city. The property adjoins the Betty Iverson Kiwanis Park and extends out to Highway 305. The property is rugged but could contain trails.</p> <p>PERC- The planned site for the trails is up by College Marketplace. A consultant will do a feasibility study, including talking to the community about whether they want the project and will support it financially. They will also do a site analysis to see if it will fit and what activities could go there. The Public Facilities District is providing the funding for the study.</p>
3.	Department Head Reports	Dept. Head Reports were covered in Project Updates.
4.	Comments from Citizens	Diana Frazier of Poulsbo commented that Waterfront Park looks so much better than in her childhood . She is excited about the future of Poulsbo. She is on the Splash Pad committee and thanked the commissioners for their support of the project.
5.	Commissioner Comments	<p>Judy requested that the dept. plan a trip to the Nordic Museum. Mary plans to do it in the fall.</p> <p>Steve is interested in seeing a trail put in through Nelson Park, ending behind Les Schwab. It would open up a corridor to Nelson and Poulsbo’s Fish Park and get people out and walking. It’s a very wet area, so would have to be done appropriately.</p> <p>Justin and his daughter attended the Daddy Daughter Dance for the first time. She loved it and is still talking about it. Everyone in the area seemed to know about it. The DJ did a great job. He suggested a Mommy Daughter Dance. Mary has considered a Mom & Son dance but has talked to other communities that said no one wanted to dance.</p> <p>Kelly asked about thoughts on location of the Splash Pad. Lindsey said that people want the splash pad now, and that timing is the roadblock. She feels Raab is the path of least resistance and also lowers the budget. Kelly also wondered if the Splash Pad Committee members are volunteering in other parks. Lindsey may be doing a second survey and can ask that question. Justin feels that it’s nice for families to have</p>

		activities for all of the kids in one place. He is also cognizant that there are a lot of activities being packed into one place at Raab Park. Diana Frazier feels it's important that activities are accessible also for income and not just ability. Judy wondered how the parking will be at Raab Park, especially once the basketball court is moved. Lindsey said the mayor told her they should hold events. They are planning Sprinkler Days during the summer and may also have an end-of-school activity.
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Minutes respectfully submitted by Pat Hightower