

**City of Poulsbo
Parks and Recreation Commission
Meeting Minutes**

Subject	Regular Meeting Minutes	Date	August 22, 2016
Recorder	Pat Hightower	Time Started	7:03 pm
Committee Chair	Steve Calhoun	Time ended	8:38 pm
Members Present	Steve Calhoun, Mary Carter, Judy Morgan, Edie Lau, Mike Randall		
Staff Present	Mary McCluskey, Parks and Recreation		

Key Points Discussed

No.	Topic	Highlights
1.	Administrative:	
A.	Questions & Concerns of the Committee	None.
B.	Agenda and Extended Agenda Review	3.B. Skate Park Presentation postponed until the October meeting.
C.	Approval of Minutes: 6/27/2016	M/S/A MC / JM
2.	Comments from Citizens	None.
3.	Agenda Items:	
A.	Skate Park Presentation (Josh Fisher)	Postponed until the October meeting.
B.	Trail Priorities - Review	<p>The commissioners discussed areas they feel are most in need of pedestrian and/or bike improvements.</p> <ul style="list-style-type: none"> • Fjord, from 6th to Hostmark- Judy feels this part of Fjord is unsafe for bikes to use due to the "S" curves and sight limitations. There has been past discussion about the possibility of making part of Fjord one-way. The streets in the area are old and narrow. If grant money was used for a bike path project, it would have to be done to their standards. Mary will talk to engineering. • Highway 305- Edie feels the stretch from Forest Rock Hills north is problematic. There is no sidewalk, and people are frequently seen walking along the highway, or standing at the weedy bus stop along the lanes that are HOV four hours a day. The proposed Edward Rose development at the northwest corner of Bond Road and Highway 305 will need to make some road improvements. They are supposed to meet with the mayor in September, and hope to begin groundwork in the spring. They will have to develop and manage some parkland, and \$250,000 is set aside for trails. Mary will check on the master plan for the development. Judy would also like to see a schematic of sidewalks and bus stops along Highway 305 from Hostmark to Viking Ave. There is a sidewalk on the west side of 10th up to Central Market, but it stops on Little Valley Road, which continues out of the city. • Bond Road from NW Lindvig Way to Hwy 305- There is a sidewalk on the east side of the road.

		<ul style="list-style-type: none"> • Mesford to Hostmark Trail- Edie reported that the trail behind the school needs to be spruced up and wondered if a volunteer group might adopt it. It's very weedy and Steve has also seen trash. He suggested a school group might possibly take it on, maybe the Leos. Mary commented that the last Public Works superintendent was hesitant to have "adopt-a-park or -trail" groups, as it puts more responsibility on Public Works to make sure the work gets done. Since the trail is on NK School District property, Mary will talk to the Leos' mentor to see if they are interested and put them in touch with the school district facilities department. • 7th to 4th Ave- There is a small easement off of 4th, but a trail from 7th Ave to 4th Ave would need to cross a 20-acre private property parcel. The owner doesn't want anyone on her property; there have been homeless encampments on her property. • Raab Park south to Highway 305- Judy recently picked up a sleeping bag and other items below the youth garden. Some of the gardeners have noticed food items missing as well. There is a 15-acre parcel on the south side of the park that is zoned forestry, and possibly a trail could be built to meet up with Johnson. • Caldart Heights to 10th Ave (City stormwater vault) - The owner of this property may or may not be interested in allowing an easement on their property. • Noll Road Shared Use Path- The Noll Road Corridor improvements are fully funded now, from both federal grants and bonding. The first large grant provides \$4.7 million for a roundabout on Highway 305/Johnson Rd, and a transit center. Some pieces of the trail will be completed by developers. Morrow Manor Park will be a part of it. <p>Mary Carter commented that the priorities are challenging because of upcoming developments, so it's hard to plan. She added that the Planning Dept does an excellent job. Mary Mc said both Planning and Engineering are very busy. She reminded the commissioners that the Trails Plan and Priorities should be updated in 2018. She will also make sure the commissioners are added to the Planning Dept's e-mail list.</p>
C.	2017-2018 Park Projects and Budget Review	<p>Mary reported that the city is moving to a two-year budget process. Projects discussed included:</p> <ul style="list-style-type: none"> • Morrow Manor- There is \$10,000 budgeted for planning in 2017, but the majority of money has been requested in 2018. Mary has applied for a grant, but won't have an answer until the legislature sets its budget. If funded, the grant money would be available July 1, 2017. Ground breaking for the Morrow Manor project is on Sept 9, to which the commissioners have been invited. They will begin clearing for the housing infrastructure. The driveways have been marked. Rotary has raised \$1 million

to do the work this fall, but needs an additional \$1 million to build the houses. The park development wouldn't begin until mid 2018.

- **Poulsbo's Fish Park-** \$20,000 has been earmarked for fixing the erosion at the northernmost platform. Mary said it needs to be done next year, and the challenge will be getting the equipment in to move logs into place. An additional \$5,000 has been budgeted for supplies and small projects. Volunteers have put in a trail from the entrance off of Bond Road, but it still needs to be connected to the main trails. The Lions Club is working on a boardwalk connection from the last platform extending over to the new part of the park. The City is waiting to hear about a grant for this park as well. Tom and Erik Nordlie did the presentation in Olympia while Mary was unavailable, and the project manager said they did a great job. There are three small contiguous parcels that are for sale. There is interest in acquiring them, but a movement by a private group to purchase and donate them fell through. The properties are supposed to go to auction next week. If the auction doesn't go well, the price may be lowered enough that the private group might be willing to purchase and donate it. There is a house on the site that has major water damage. The city doesn't have the money to purchase the property, which is currently listed at \$167,000. If it is donated, they city would want the house removed first due to the cost of demolition.
- **Skate Park-** Planning for a new skate park will be put off until 2018. The new Public Works building on Viking Ave will not be built until 2018 or 2019. Their current location would be a good spot for the skate park, and for storm water improvements. Funding is being arranged to remove the house from Centennial Park and the one next to Coffee Oasis. Mary reported that the sale of the old city hall and police department are close, and that some money from those sales would go towards removal of the houses, as well as the waterfront park restrooms. Judy wants to make sure the skate project gets done.
- **MIW Waterfront Park-** The mayor would like the rest of the pilings removed and replaced with benches. Mary estimates that an additional 14 benches are needed. She hopes to have them installed before next year's Viking Fest.
- **Nelson Park-** Once the barn has been removed, there will be room for new play equipment for older kids, or possibly a half court basketball.
- **Parcels near County Road 59-** The Engineering Dept has applied for a state grant for the purpose of purchasing the four parcels near County Road 59. The storm water fund has enough to match the grant should it be approved. The four parcels all have waterfront access, and total over three acres. Mary should find out where the project is on

		<p>the grant list next week.</p> <p>Mary will send the commissioners the updated 2017/2018 Park Project budget list.</p>
4.	Department Head Reports	<p>Project Updates:</p> <ul style="list-style-type: none"> • Waterfront Park Restrooms- Mary has done some planning, but the project can't move forward until the sale of the old city hall and police department properties goes through. \$200,000 from those sales will go towards building the new restrooms. Mary hopes to have it completed before next year's Viking Fest. The port had wanted to have a joint project that would include new showers and laundry facilities for their users, but the larger building would have to be solely on city property. This would have required a larger building that would take up more of the park, and the entire facility would have had to be open to public use, which the Port may not have been able to support. The city council decided to move forward on the restroom facility as was originally planned. The new restrooms will be moved back towards the parking lot, which will open up more grass area. There is a tree near the current restroom that Kevin McFarland has determined should be removed. Judy would like to see some of the trees near the ramp to the port office taken out. Some of the rhododendrons also need to be cut back. • YMCA Study Update- A consultant presented the survey findings to the city council on July 20. Four hundred people were surveyed, including 200 members of the Haselwood YMCA. Most would be happy to see a new facility in North Kitsap, but would like it to be paid for with grants and donations. Mary and the planning and economic development staff are meeting soon with the YMCA of Pierce/Kitsap to talk about moving forward. • Nelson Park Trail Easement- The area between Nelson Park and the front of the Thai restaurant is very wet. An assessment has been done by a geotech firm, Landau Inc. They will be working with Parametrix to come up with a plan to cross that wet area. They may recommend a fender pile system. There is about \$40,000 left to complete the project. Landau thought that the water might be coming from the bioswale at Nelson Park. • American Legion Park- There has been some vandalism in the park; the teeter-totter is broken and the spring toy will be removed. Mary has ordered a slide and climbing wall to add to the playground area. She hopes to have them installed in the next month or two.
5.	Comments from Citizens	None.
6.	Commissioner Comments	<ul style="list-style-type: none"> • Judy asked about the Bike Pump Track. Mary spoke with Brian Kilpatrick of Evergreen today. They are waiting for rain in order to install the landscaping; and they need water for creating the larger track area. They hope to have it open to the public by the end of October. Steve said

		<p>that the smaller track looks nice.</p> <ul style="list-style-type: none"> • Judy wondered how a YMCA would affect the recreation department. Mary replied that it would depend upon how the partnership is put together. It could be a public-private project, with the parks and recreation department having offices there. It's possible that other organizations could be part of it as well, perhaps Western Washington University and Olympic College. Parks & Recreation currently partners with the school district and pay for use of their gyms and classrooms. Mary added that we have a great relationship with the NKSD Facilities. • Mary Carter commented that the trees at the Hostmark entrance of Wilderness Park need to be limbed. The area is very dark. She has also noticed someone sleeping in the clearing. • Mary Mc reported that the Eagle Scout she is working with is close to being ready to install the trail signs. He wants to get it done before he starts school in September. He has done fundraising to purchase the posts. Steve and Mike would like to meet with the scout as well. • Mary C. asked about the status of the Farmers Market for next year. Mary Mc reported that they have met with the mayor once, and that they suggested closing a street and holding the market there. They are continuing to research other sites. Mary C. said the Garden Club decided not to participate this year because the current space is too hard to access. Edie, Steve, and Mary C. all agreed the market needs to find a new location.
7.	Adjournment.	M/S/A JM / MR

Minutes respectfully submitted by Pat Hightower.