



## City of Poulsbo Park & Recreation Commission Virtual Meeting

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>May 23, 2022</b>
<b>Recorder</b>	Pat Hightower	<b>Start Time</b>	7:06 pm
<b>Committee Chair</b>	Steve Calhoun	<b>End Time</b>	7:58 pm
<b>Committee Members</b>	Steve Calhoun, Judy Morgan, Amy Zinkhon, Erik Hovey, Mari Gregg, JoAnn Schlachter, Mary Swoboda-Groh, Justin Johnson, Kelly Michaels		
<b>Staff Present</b>	Dan Schoonmaker, Pat Hightower, Parks & Recreation		

**Meeting Video:** <https://cityofpoulsbo.com/parks-recreation-parks-and-recreation-commission/>

No.	Topic	Action/Recommendation/Discussion
1.	<b>Questions and Concerns of the Commission</b>	<input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None.
2.	<b>Agenda and Extended Agenda Review</b>	<input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None.
3.	<b>Approval of Minutes:</b> March 28, 2022	<input checked="" type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: M/S/A JS/EH
4.	<b>Comments from Citizens</b>	<input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: None.
5.	<b>Sub-Committee Discussion</b>	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Meetings to be scheduled with staff. Dan thanked the commissioners who had met with him one-on-one recently. During one of these meetings, a commissioner expressed an interest in forming subcommittees in order to learn more about the department's operations. The commissioners agreed it was a good idea and a way to become more engaged. Committees were formed as follows: Recreation: Amy, Mary, Justin Parks: JoAnn, Mari, Judy Special Events: Kelly, Erik, Steve It was noted that if there are ever any questions regarding administrative operations, they can always contact Dan and Pat. The first committee meetings will be scheduled for June, with discussion following at the July meeting.
6.	<b>Waterfront Boardwalk-Update</b>	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Update at July Meeting Dan reported that the city has found a great contractor, KPFF, who has presented a two-phase option for repairs. Phase 1 was to get it open safely, and Phase 2 would be a long-term rehab to last 30 years. The Phase 1 assessment and repairs were done well before Viking Fest. Public Works replaced 591 planks and some railings. They completed the work in four days, and it looks great. They are working with a contractor to determine what Phase 2 will look like and what it will

		cost. Dan will have more information at the July meeting.
7.	<b>1<sup>st</sup> Quarter Update</b>	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: One of the department's goals for 2022 was to get information out to the commission and city council. This coincides with the newly formed subcommittees and will better enable the department to keep them apprised of what we're doing. Dan scrolled through the 1 <sup>st</sup> quarter report and asked for the commission's feedback. Steve said it looks great and likes the format. He was pleasantly surprised with the 1 <sup>st</sup> quarter revenue, with which the rest of the commissioners agreed. As of today's date, the department is at 86.5% of the projected 2022 revenue. Dan said it was a complete team effort. He will continue to get the reports out every three months to share the department's progress.
8.	<b>Mayor &amp; Dept. Head Comments</b>	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input checked="" type="checkbox"/> Further Action Requested: Further discussion of Land Acquisition at the July Meeting. <b>Viking Fest Road Race:</b> The Road Race had a great community response and was sold out with over 750 participants. <b>Land Acquisition:</b> The city and county are in negotiations for the turnover of two parcels to the city, Snyder Field and 180 acres of DNR Lands just outside of the city limits. There are concerns about how that would affect the city's impact fees. The NK Little League would continue to operate Snyder Fields. The fields are adjacent to the city well and would provide good access. The 180 acres are off of Rude Rd and Little Rude Rd. The Acquisition will be discussed at the July meeting and a recommendation requested.
9.	<b>Commissioner Concerns</b>	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: JoAnn inquired about the requests from HOA's that wanted to turn over property to the city. Dan replied that this is an ongoing discussion and that requests have come from Meredith Heights, Deer Run, and one other HOA. The discussion has also expanded to stormwater vaults, how they are maintained, and what they might be used for. It was the board's inclination to recommend to not take over the Deer Run property.  Kelly has seen a lot about the Skate Park on social media and the promotion of Centennial Park as a location. She wondered if that was the city's preference. Dan reported that the Skate Park group would like to do it right the first time and build a park of 10,000-12,000 square feet. Raab Park would not be sufficient. Centennial Park was Josh's idea, and there's also been discussion about putting it in the Recreation Center lower parking lot. Justin said that one of the features about Centennial Park that is attractive is that it's close to transit. The Mayor is working with the Farmers Market to move them to the Public Works site when they move out. There would be hurdles for both a Skate Park and the Farmers Market to go into that area. The commissioners agreed that there's not much to do for teenagers in the area.
10.	<b>Meeting Adjournment</b>	<input type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested:  M/S/A JS/ AZ Next Meeting: July 25