

# CITY OF GIG HARBOR COMMITTEE OUTLINE MINUTES

## Parks Commission

Date: November 2, 2011 Time: 5:30 p.m. Location: Community Rooms A&B Scribe: Terri Reed

**Commission Members and Staff Present:** Commissioners Nick Tarabochia, Michael Perrow, Robyn Denson, Stephanie Payne and Emily Cross; Staff Members: Rob Karlinsey, City Administrator, Lita Dawn Stanton, Special Projects Coordinator, Marco Malich, Public Works Superintendent and Terri Reed, Community Development Assistant.

**Others Present:** \_\_\_\_\_

Topic / Agenda Item	Main Points Discussed	Recommendation/Action Follow-up (if needed)
<b>APPROVAL OF MINUTES:</b>	Approval of September 14, 2011 Meeting Minutes	MOTION: Move to approve September 14, 2011 minutes as presented.  Perrow / Denson - unanimously approved
<b>OLD BUSINESS:</b>		
<b>Wilkinson Farm Park Trail</b> Grette Associates/Scott Maharry	Scott Maharry with Grette Associates reviewed the conceptual trail design for Wilkinson Farm Park. The two viewing platforms proposed would require mitigation.	City Administrator Karlinsey outlined the process for the trail plan, which would include the following steps: <ul style="list-style-type: none"> <li>• Operations Committee</li> <li>• City Council</li> <li>• Public Open House</li> <li>• Parks Commission recommendation</li> <li>• City Council</li> <li>• Contract with consultant for permitting</li> <li>• Volunteer projects</li> </ul>
<b>Twalwelkax Trail</b> Grette Associates/Scott Maharry	Scott Maharry with Grette Associates reviewed the conceptual trail design for the Twawelkax Trail spur from Cushman Trail connecting to Harborview Drive. The plan would require an engineered bridge for the trail to remain on City property.	City Administrator Karlinsey outlined the process for the plan which would include the following steps: <ul style="list-style-type: none"> <li>• Survey</li> <li>• Easement with Haven of Rest</li> <li>• City Council approve easement</li> <li>• Contract with consultant for permitting</li> <li>• Volunteer project - Rotary</li> </ul>

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<p><b>Eddon Boat Beach Restoration</b> Lita Dawn Stanton</p>	<p>Lita Dawn Stanton reviewed the conceptual trail design for the Eddon Boat Beach Restoration project. Commissioner Perrow asked about the path being more on the house side and not dissecting the middle of the park to provide better access to the pier and the house. Commissioners Perrow and Tarabochia both would prefer to leave the center area open.</p>	<p>Lita Dawn Stanton outlined the process for the plan which would include the following considerations:</p> <ul style="list-style-type: none"> <li>• Function/Access</li> <li>• ADA Accessibility</li> <li>• Wetland Compliance and Setbacks</li> <li>• Kayak Landing</li> </ul> <p>The wetland survey should be complete in about a week. The design plan will return to the Parks Commission for another review.</p>
<p><b>Austin Estuary Park</b> Lita Dawn Stanton</p>	<p>Lita Dawn Stanton reviewed the conceptual design for Austin Estuary Park. She explained that the adjacent property owner has offered to dedicate right-of-way, ADA parking and access for the park. She asked if the Parks Commission preferred stamped concrete or pavers to line the sides of the pathway. Commissioner Denson would like to keep the path natural or have the stamped concrete. Commissioner Perrow preferred that there not be any edging for the trail.</p>	
<p><b>Kayak Club Storage Facility</b> Alan Anderson/Bruce McKean</p>	<p>Bruce McKean and Alan Anderson presented a proposal for a boatshed for the kayak club's use at Skansie Brothers Park. It would consist of an open rack system and the location would be as far south as possible, keeping the structure out of the existing trees. City Administrator Karlinsey explained that the club would be required to provide some type of programming for community benefit. Commission Chair Tarabochia would like the architecture to remain historic to the site. Commissioner Perrow asked about the wash down area, drainage and the health of the tree. Commissioner Payne mentioned some safety concerns with the tree and the open structure.</p>	<p>MOTION: Move that the Parks Commission enthusiastically endorse the Kayak Club Storage Facility so long as their concerns were addressed.</p> <p>Perrow / Denson – passed unanimously</p> <p>Public Works will have an arborist evaluate the health of the tree.</p> <p>City Administrator Karlinsey outlined the process for the plan, which would include the following steps:</p> <ul style="list-style-type: none"> <li>• Joint City Council/Parks Commission Meeting – 10/5/11</li> <li>• Pre-app Meeting w/Planning – 11/10/11</li> </ul>

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		<ul style="list-style-type: none"> <li>• Planning/Building Committee - View corridor setback ordinance amendment</li> <li>• City Council approval of amendment</li> </ul>
<b>Crescent Creek Park Playground</b> Stephanie Payne	<p>Commissioner Payne gave an update on the playground project. She explained that the group is currently working with Rotary to receive donations. She also mentioned that they would be working with the Shane's Inspiration designer soon and that the kick-off for the public will hopefully be before the end of November.</p> <p>Erin Carmen, 14216 32<sup>nd</sup> Avenue NW, Gig Harbor, WA, asked the City to consider a covered playground in the future.</p>	
<b>NEW BUSINESS:</b>		
<b>Sand Volleyball Courts/Lighting Improvements</b> Chris Nelson	<p>Chris Nelson, representing the Sand Volleyball Group, gave a presentation on a proposal to place lighting at the courts. He explained that they could be set on a timer. They would like to install four light poles. Commissioner Perrow mentioned that the City has lighting standards that would need to be followed. City Administrator Karlinsey asked about the funding and timeline and explained that City resources to assist with the project are currently limited with other priorities.</p>	<p>MOTION: Move that the Parks Commission initially approve the Gig Harbor Sand Volleyball Group's plan to install lighting at the Volleyball Courts taking into consideration that their concerns be addressed.</p> <p>Denson / Cross – unanimously approved</p>
<b>Parks Appreciation Day 2012/Project Ideas</b> Michael Perrow	<p>Commissioner Perrow mentioned that upon his departure from the Parks Commission that a coordinator for Parks Appreciation Day would hopefully step forward. He mentioned that projects at Donkey Creek, Wilkinson Farm Park trail, Twawelkax trail and Austin Estuary could be possibilities for consideration.</p>	
<b>McDonald Street Right-of-Way</b> Michael Perrow	<p>Commissioner Perrow brought up the idea of the McDonald Street right-of-way being considered for possible park improvements in the future.</p>	
<b>Cushman Trail</b> Nick Tarabochia <ul style="list-style-type: none"> <li>• Trail Re-naming</li> </ul>	<p>Commission Chair Tarabochia explained his idea of possibly re-naming the Cushman Trail where it is in the city limits.</p>	<p>Any trail naming ideas will be discussed at a future Parks Commission meeting.</p>

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<ul style="list-style-type: none"> <li>• Wilco Fence</li> <li>• Cushman Trail at Rosedale Street</li> </ul>	<p>The concerns about the fence on the corner of the Cushman Trail behind the Wilco building were discussed. Commission Chair Tarabochia explained that the landscaping between the trail and the Park &amp; Ride lot blocks visibility. Commissioner Perrow has concerns with the corner and the ecology block placement in the Wilco lot. Commissioner Payne asked that any complaints be documented.</p> <p>Commission Chair Tarabochia discussed the Rosedale Street Cushman Trail crossing. City Administrator Karlinsey explained that Engineering is currently working on the Rosedale sidewalk design and it is planned as a 2013 City construction project.</p>	<p>City Administrator Karlinsey, Public Works Superintendent Malich and Commissioner Perrow will approach Wilco about options of adjusting the fence. Pierce Transit and TPU may also need to be consulted about any proposed changes.</p> <p>The Rosedale Sidewalk design proposal will come back to the Parks Commission possibly in the spring.</p>
<b>PUBLIC COMMENT:</b>	Commissioner Perrow asked about options for cleaning up the view into the Skansie House which is being used for storage of City equipment.	Commissioner Perrow offered to donate Christmas decorations for the house. Joyce from Harbor WildWatch offered to provide curtains to cover the windows.
<b>PARK UPDATES</b>	Commissioner Denson gave up update on PenMet's plans to provide an off-leash dog park in the area.	
	City Administrator Karlinsey asked the Commission for their thoughts about naming the Maritime Pier.	City Council will give direction at the 11/14/11 Council meeting.
	City Administrator Karlinsey informed the Park Commission that a community group is proposing a Performing Arts Center in the City.	
<b>NEXT PARKS MEETING:</b>		December 7, 2011 @ 5:30 p.m.
<b>ADJOURN:</b>		MOTION: Move to adjourn @ 7:42 p.m.  Perrow / Denson – unanimously approved