

CITY OF GIG HARBOR COMMITTEE OUTLINE MINUTES

Parks Commission

Date: September 14, 2011 Time: 5:00 p.m. Location: Community Rooms A&B Scribe: Terri Reed

Commission Members and Staff Present: Commissioners Nick Tarabochia, Michael Perrow, Robyn Denson 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)
APPROVAL OF MINUTES:	Approval of June 1, 2011 Meeting Minutes	MOTION: Move to approve June 1, 2011 minutes as presented. Denson / Cross - unanimously approved.
OLD BUSINESS:		
Eddon Boat Park Update	Lita Dawn Stanton reviewed the draft wording for a new sign at Eddon Boat Park that will list the park's current amenities. Commission member Perrow asked that the name of the park be added and that there be only one sign for the entire park. Lita Dawn Stanton explained that the first meeting with the consultant working on the beach restoration project was held on September 14, 2011.	Staff will bring back draft conceptual design for the beach project to Parks Commission for review and input after initial staff comments have been incorporated.
Crescent Creek Park Playground Update	Stephanie Payne gave an update on the project and the fundraising committee's progress. The group will soon be presenting the concept to the Fishermen Club. Website and Facebook pages are under design. The names of "Playzone at City Park" and "Maritime Playzone" have been suggested. The group will be handing out project	Submit any ideas for the website name by September 16, 2011.

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Austin Estuary Park Update	<p>information at Halloween in the Harbor.</p> <p>City Administrator Karlinsey explained that the \$525,000 grant includes funds for design, engineering and construction.</p> <p>Commission Chair Tarabochia mentioned his concern about all the work and plantings that had been previously installed on Parks Appreciation Day.</p> <p>Commission member Perrow would like to see the path be natural and not concrete.</p> <p>Jim O'Donnell, 4220 35th Avenue, Gig Harbor – mentioned that Quaking Aspen would be a good addition to the landscaping.</p>	
Donkey Creek Park Update	<p>City Administrator Karlinsey reviewed City Council's direction for the project was a one-way street on North Harborview and Austin Streets, a one-way bridge over the creek, and two-way street on Harborview Drive.</p>	
Wilkinson Farm Park Trail	<p>The draft conceptual plan was reviewed by the Commission and some suggestions for changes and additions were made including: having a trail go all the way around the pond, including the entire property which goes up the hill above Cushman Trail and beyond the pond, the restoration areas, and the existing trail in the wetland area. City Administrator Karlinsey would like to see all of the current trails shown on the map, including the trails through the holly orchard.</p>	<p>Parks Commission members should submit comments so they can be forwarded to consultant.</p>
Maritime Pier Update	<p>City Administrator Karlinsey explained that the bid had been awarded for construction of the parking lot and that the art donation has been presented to Council and that the City has received a State Grant for the pier and the Fishermen's Club has donated \$50,000.</p>	

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Cushman Trail Update	City Administrator Karlinsey gave an update on Phase 3 for which the City has just received a \$652,000 earmark. He also hopes that the City will have an easement dedicated through the Haven of Rest property by the end of the year.	
2012 Budget Update	City Administrator Karlinsey gave an overview of the draft 2012 Parks Operating and Parks Development budgets.	Budget comments should be submitted by September 29, 2011.
Parks Commission Process	Commission member Perrow expressed his concern with the frequency of meetings and how the Parks Commission can stay relevant.	City Administrator Karlinsey will discuss the review process for projects affecting City parks with the Planning Director.
NEW BUSINESS:		
PenMet Advisory Board	The City's participation has been requested on PenMet's update to their Parks, Recreation and Open Space Plan.	Interest in being on the Advisory Committee or attending interest group meetings should be submitted to PenMet.
PUBLIC COMMENT:		
PARK UPDATES		
NEXT PARKS MEETING:		
ADJOURN:		
		October 5, 2011 @ 5:30 p.m.
		MOTION: Move to adjourn @ 7:10 p.m.
		Perrow / Cross – unanimously approved