

**APPROVED**  
**May 21, 2014**

Kitsap County Parks Advisory Board  
Minutes April 16<sup>th</sup> Meeting

Meeting called to order at 6:04 by Chair Alvin Andrus. PRAB members present: Alvin Andrus, Frank Stricklin, Anthony Otto, Jennifer Gerstal, Susan Cruver, Jon Pearson & April Gatz.

Staff Members Present: Jim Dunwiddie, Dori Leckner, Billie Schmidt, Arno Bergstrom, Ric Catron & Leigh Snyder.

10 members of the Public present

Public Comments:

Cathy Cohoon representing West Sound disk golf association spoke in support of Parks coming up with a disk golf course to replace the course in Olalla that has closed. The association has a large membership in this area. Thanks to the Parks Department for sponsoring the course at the Fairgrounds. They have an Eagle Scout eager to start building a kiosk.

Joanne Clark – requested information now that the final report is out from N. L. Olson what is the time line is for Anderson Point Park and the repairs. Jim Dunwiddie stated that a services contract is being negotiated for N.L. Olson to work up the plans etc., and then it will go to permitting which takes approximately 6 weeks. Once it goes to bid that process takes up to 60 days. We cannot perform any work until it's dry so we are looking at an estimated timeline for work to begin in August or late July. She also requested information about ditch cleaning etc. to help alleviate further erosion from runoff. Mr. Dunwiddie stated that Parks will put together a maintenance plan and be in a position to form a Stewardship group once all work has been completed and the Park is re-opened.

Approval of March 19, 2014 Minutes: one correction to the minutes from March. Correct spelling of Stricklin in one place.

Action Taken: minutes approved with correction.

Directors Report –

- Ordinance Amending Sections 10-12-120 & 10.12.130 of the Kitsap County Code Relating to Commercial use of Kitsap County Parks – the BOCC has postponed action until a later (undetermined) date to allow for additional time to work on issues specifically at Salsbury Point Park.
- Multiple grant applications for land acquisition of approximately 400 acres and additional 30 acres of floating easements for the “Sound to Olympics Kitsap Gap Trail”.

- The grant for the project known as “Illahee Lost Continent” includes no matching county funds but hinges on the value of land donations to match acquisition funds. The application is in jeopardy as land donations letters have not yet been received nor have appraisals been provided.
- BOCC will be approving a 5 year lease extension with the US Coast Guard for the lighthouse and adjoining properties at Point No Point.
- Draft Stewardship Agreement has been forwarded to the South Kitsap Skatepark Association.
- A number of special events are planned in the area now the new county park located at the Port Gamble Shoreline Block. Our staff will be meeting with OPG staff and then event organizers, to coordinate a transition to county requirements. There is a celebration of the Port Gamble Shoreline Block acquisition as part of the Kitsap Forest & Bay Project on Friday, April 18<sup>th</sup> at 4:30 pm-6:30-pm, Hood Canal Vista Pavilion, Port Gamble.
- The BOCC will conduct a Public Hearing on April 28<sup>th</sup> during a regular meeting, pertaining to the proposed multi-year, \$1 million project to improve water quality at Long Lake. (Long Lake Improvement District).
- Congratulations to Billie Schmidt and Event Center Staff for their recycling efforts during the Kitsap Fair & Stampede. Through this effort 2.5 tons of aluminum cans, plastic bottles and cardboard boxes, 10.6 tons of fats, oils and grease and composting .04 tons of food waste. This resulted in the fair achieving a 38.8% recycling rate and the Waste Wise Award – County Solid Waste.
- The \$400,000 committed by the County Commissioners for identified park projects became official this past Monday night as the transfer of funds from the County’s General Fund to the Parks Capital account was made as part of the County’s First Quarter Budget Amendment.

Parks Resources Superintendent –

- No questions or comments on the report as posted to the website

Superintendent of Operations –

- No questions or comments on the report as posted to the website

Forester –

- Spring tree planting season comes to an end tomorrow. We have been busy planting 9,000 cedars and 1,000 Sitka spruce with 55 volunteer stewards.
- A Forest Practices Application is expected to be submitted by April 30<sup>th</sup> for forest restoration thinning in Newberry Hill Heritage Park. Variable density thinning scheduled to being in July/August of 2014.

- Working to put together a subcommittee to discuss mushroom harvesting. Frank Stricklin is on as a PRAB member, Colin Corey as a representative from NHHP and there is someone else slated as a representative from NKHP. All the major parks need a representative and we would also like a representative from the Mycological Society. The policy will affect all parks but the Heritage parks in particular. The goal is to schedule the first meeting in May to begin preliminary discussions.

#### Parks Project Coordinator –

- Construction should begin on the Point No Point Lighthouse parking lot improvements in early May. The others at Horseshoe Lake and Wildcat Lake are slated for October.
- Improvements to the Olalla boat launch will include stabilization of the edge of the parking lot, addition of a rain garden and an interpretive sign. Project is currently in permitting.
- Currently working on several projects including the Howe Farm Barn improvements and the improvements at SKRP.

Frank Stricklin asked for a meeting in regard to the Newberry Hill parking lot and bridge project and Anthony Otto asked for details on the expansion at SKRP. Ric replied that the expansion includes grading area for open play, trails, expansion of the skate park and parking lot improvement.

#### Standing Committee Reports:

Frank Stricklin reported on the Newberry Hill Heritage Park Stewardship group held a successful scotch broom burn to allow an area to build a wetland for students to study instead of sending them out into the park to disrupt any streams that hold fish. This area will be kid friendly. Friends of NHHP are now a 5013C. This project is funded by the Rotary. Will be attending a training conducted by Eric Churchill on how to mark a stand of trees for thinning to make it perfect for wildlife. There is also a grant in the works to map streams in the park as the state maps are incorrect in places.

No Forest Stewardship Sub-Committee meeting this past month.

#### Presentations:

Harper Estuary presentation by Jim Heytvelt in place of Susan Donahue – Letter has been done to categorize and update all committee comments and will be shared with state entities hoping that local voices will be heard in the plans for restoration. There will be an “educational beach walk” held at the estuary on May 4<sup>th</sup>. Contact Susan Donohue to RSVP or for more information. He would like Ric Catron to attend future

meetings as a representative from Parks. Watch for open house information on their website.

Dyes Inlet Shoreline Cleanup presentation by Susan Digby – The project is in conjunction with the Olympic College Environmental Club. We have been picking up trash from the beach at Old Mill Park monthly since 2009. Winter winds come in and move through the Hood Canal scoop up all the material and deposit it on the shoreline at Old Mill Park. Students pick up and categorize their findings after collection on Inter-coastal clean up cards. Some of the items collected have been key chains, balls, action figures, a bird house, Styrofoam, hoses and syringes. From 2010 -2012 10,000 separate items have been catalogued. We look at things you cannot mistake for anything else and the items we find have been remarkably constant. Since last winter there has been a drastic drop in the amount of debris. We collected only 1 ½ bags and that included a float and recyclable bottles. It may be in part to the DNR clean last year. A thank you goes out to the Parks Department for allowing us to use Old Mill Park. This allows the class a great educational opportunity as well as cleaning up the Bay and Sinclair Inlet. The class also helps students reconnect to the environment and to each other as they are part of a generation that is “plugged in” to various media outlets like no other. We have seen families get involved and come together. This type of activity does much to increase the awareness of the natural environment, creates an outdoor opportunity and cleans the beach in an urban area. Thanks again for the opportunity to use this area to teach and influence her class. Susan teaches as part of the “Mesh” program at Olympic College which is Math, Engineering, Science & Health. She can be reached at [sdigby@oc.ctc.edu](mailto:sdigby@oc.ctc.edu).

Jennifer Gerstal commented that she has seen citizens picking up trash along the shoreline and feels once folks see happening they too will be more likely to pick up trash and keep the area clean.

Old Business: None

New Business: None

Comments: Jim Dunwiddie announced that Frank Stricklin has been nominated for the 2014 Silver Plate Award by Meals on Wheels.

April Gatz – asked if Susan Donohue can come at a later date?

Meeting adjourned at 7:06 pm

# KITSAP COUNTY PARKS DEPARTMENT

## Director's Monthly Report

April 2014

### Park Code Revision

The Public Hearing on the Ordinance Amending Sections 10.12.120 and 10.12.130 of the Kitsap County Code Relating to Commercial Use of Kitsap County Parks was held on March 24. The period for written public comment was extended through March 31. The item is on the County Commissioner's April 14, meeting agenda.

### Anderson Point Park

The N.L. Olson & Associates' Geotech Report has been received and is being reviewed. The report has been posted on the department website.

[www.kitsapgov.com/parks/Parks/Pages/regionalparks/anderson\\_point\\_county\\_park\\_updates.htm](http://www.kitsapgov.com/parks/Parks/Pages/regionalparks/anderson_point_county_park_updates.htm)

### North Kitsap Heritage Park Expansion

Research continues to secure additional funding to complete the acquisition project. Three grants (\$892,000) have been secured for the purchase of 366 additional acres adjacent to the 477 acre Heritage Park.

### Grant Application Development

Forest & Bay Project/Port Gamble Shoreline Block Area - Staff working with North Kitsap Trails Association in developing grant applications for acquisition of easements and/or parcels to accommodate the "Sound to Olympics Kitsap Gap" trail plan.

Illahee Lost Continent - Staff working with Illahee Preserve Foundation in developing grant applications for the acquisition of parcels adjacent to present preserve.

### Point No Point Lighthouse Lease

The County Commissioners will be approving a 5 year lease extension with the US Coast Guard for the lighthouse and adjoining properties.

**Parks and Recreation Department  
Parks Resource Superintendent Report  
April 2014 PRAB**

**A. Parks**

- a) Salsbury Point Park – Floating dock set to go in place 13 April.
  
- b) South Kitsap Regional Park – Sections of split rail fencing were installed in three locations at Casey's Batting Cage, to deter vehicle burnouts. A Memorandum of Agreement towards maintenance of the skate park is in the works with the SKSPA.
  
- c) Veterans Memorial Park – The removal of the old remaining backstop on field #4 is in process as well as minor park improvements and the creating of parking in the old playground/basketball court footprint.
  
- d) Howe Farm Park – Work is underway on the water connection from the well to an outside/underground spigot for future community gardens.
  
- e) Rotary Park – Partnering with the Port Orchard Rotary group on new 2014 site/park improvements. A new park entrance sign and team seating to be done this year.
  
- f) Contract close to completion with the abatement contractor towards the Wildcat Lake house and the VFW building, for demo.
  
- g) Working with community members and groups to assist in park maintenance at Kola Kole Park and on a new roof at the Kingston Cooperative Preschool Building.
  
- h) Costs are being compiled for the demolition of the Guillemot Cove Nest House and Barn. The barn has fallen down and the area is now barricaded and taped off.

- i) Agreement finalized with SKELL towards the use and maintenance of Harper Park field – it is working its way through the county contract review process.
- j) Nicks Lagoon – DNR to finalize the shoreline cleanup by the end of April. Crane and barge to be brought in for removal.
- k) 50 Volunteers from the Washington Youth Academy worked with staff on a general park clean up at Horseshoe Lake Park on April 4<sup>th</sup> and 5<sup>th</sup>.

B. Parks Project Coordinator:

- Grant administration – As several of our parks projects are grant-funded to include Parks permeable parking lots, Salsbury Point and South Kitsap Regional Park Progress Reports are submitted at the end of each quarter for each grant-funded project to the Recreation and Conservation Office (RCO) and/or the State Department of Ecology (DOE) dependent upon the grant-funding source.
- Engineering drawings for Horseshoe Lake and Wildcat Lake were submitted to DCD March 6. All 3 remaining parks are estimated for construction starting in September-October.
- Barker Creek Corridor – Commissioners have approved the Land Exchange document. Both parties have signed and documents will be recorded with a copy sent to the RCO office in Olympia.
- Comprehensive Plan Update – No changes. Next meeting is scheduled for May 1, 2014.
- Norwegian Point – Plans approved March 10<sup>th</sup> for the planned (HGA) 195-foot square gazebo.
- South Kitsap Regional Park – On March 19 Consultant (BCRA) submitted engineering drawings for Phase 1A improvements: Infrastructure improvements, frontage rain gardens, signage, revamped entrance along Jackson, road, temporary parking improvements, grading for open play, skate park expansion and additional trails. It is a minimum 120-day review period before Plans are approved. With this timeline Plans will go out to Bid in summer 2014 with winter 2015 construction completion

**Parks and Recreation Department  
Superintendent of Operations Report**

*Fairgrounds & Events Center, Village Greens Golf Shop, Permitting Process, Marketing  
April 2014*

**A. Facilities**

1. Thunderbird Stadium wall repairs - KDDA has been working on the repairs, expect completion by end of April
2. Pavilion HVAC computer system has not been staying programmed. BCS has been out to re-program.
3. We are working to try to improve the entrance looks at the Presidents' Hall and the Pavilion.

**2. Fairgrounds**

A. The Department of Agriculture Safety Grant – The Thunderbird Stadium light poles, Swine Barn roof supports and ceiling insulation tiles, and sidewalk in front of the Eagles nest are the first projects to be worked on. This is under way.

B. Eagle Scout Projects:

C. Playground fencing – This project has been completed, much to the happiness of the parents. Staff signed off on the Eagle Scout project.

**B. Rental/Events**

1. Big Events held included: **March** (since last meeting) - Swap & Shop, Peninsula Dog Fanciers Dog Show, Cocker Spaniel Dog Show, Military Appreciation Day, Coastal Conservation Association Banquet, **April** – Antique Show, Volleyball Tournament, RAGS, 4H Camp Spaghetti Feed, Water Festival.

2. Upcoming Events include: **April** - CK Family Fun Night, Rabbit Show, Just Between Friends Children's Consignment Sale, Puma's exhibition scrimmage game, **May** –Swap & Shop (2), Master Gardener's Plant Sale, Patient Appreciation Day, Corey's Day on the Farm, Older American's Conference, Private Wedding, Destruction Derby (2), Pumas Games (2).

**C. Staffing/Training**

1. Screening applicants for the front desk position is under way.
2. Bruce Waterbury attended a conference regarding events.

## **D. Grant Projects**

1. **Lobe Field Bull Pen** – a contract has been sent to the vendor.
2. **Lobe Field Press Box and Backstop** – PFD representatives along with staff members met with the architecture to hone the project. The architect will provide another estimate.
3. **Department of Agriculture Fair Safety grant.** (See above under Fairgrounds.)
4. **LID Grant** – Staff have requested an extension. Projects to be completed this year include the gutter installation of the barns (under contract), Infiltration systems at the Thunderbird Stadium and Van Zee (design completed), as well as the Manure Cover installation (kit chosen).

## **E. Marketing**

1. **Fairgrounds & Events Center Folder** – this has been received and will be used to market the Event Center.
2. **Event Booths** – Staff & board members manned a booth Military Appreciation Day. Thanks for all the help.
3. **Press Releases** – Staff sent out a press release on Parks open season this month.
4. **Newspaper Ads** – Staff are working on several ad campaigns to be completed by mid May to complete the Kitsap Sun agreement for Naming Rights to the Kitsap Sun Pavilion.
5. **Internet Ads** – Staff met with Kitsap Sun to get a report on the ads that were placed and the number of clicks received as well as the number of referrals received.

## **F. Permit Process**

1. An audit was completed on one event. We identified some weak internal processes in regard to permitting. We are working to amend these moving forward.

## **G. Village Greens Golf Shop**

1. As it gets to be warmer, the numbers improve, as expected.
2. Still seeking an additional instructor who can work more than just once a month.
3. Contract negotiations with the First Tee who is interested in beginning programming in the fall. This program will be youth development through the game of golf.

4. Still waiting on the railing installation and some electrical work to be completed.

5. In process of coordinating a league and a golf tournament. The tournament will be scheduled in the summer and will be held to help raise funding for the course.

#### **H. Sponsorships**

Nothing new to report

#### **I. E-Tix Program**

Nothing new to report



## **Kitsap County Forest Stewardship Pilot Program Report**

**April 16, 2014**

### **Timber Harvesting and Marketing Services**

American Forest Management was selected as the professional service provider; the contract was approved by BOCC on April 14, 2014.

### **Special Forest Products - Brush Lease**

Brush harvesting has ended and will resume mid summer after the new growth has hardened. Continue to monitor and address issues of litter, authorized vehicle access and brush theft.

### **Forest Stewardship Plans and Plan Implementation for Individual Parks**

A Forest Practices Application (FPA) is expected to be submitted by April 30<sup>th</sup> for forest restoration thinning in Newberry Hill Heritage Park with variable density thinning scheduled to begin in July/August 2014. The Forest Stewardship plan for North Kitsap Heritage Park is being led by a team of NKHP volunteer Stewards. The timeline for a draft plan is May/June 2014.

### **Forest Lands at Risk Grant**

The Parks Department -Forest Stewardship Program is a partner in the Forest Lands at Risk grant led by Kitsap County - Department of Community Development. The project focus is to maximize the long-term ecological function on 7,500 acres of OPG forestlands at risk of development. I am specifically involved with: the identification of priority areas for conservation and forestry; conducting site assessments to refine management recommendations; and lead site scale forest ecosystem restoration efforts.

For 2014, this grant funded project will focus on forest restoration on new and qualified park property, specifically the 535 acre Port Gamble Shoreline Block; the 366 acre North Kitsap Heritage Park Expansion; and 180 acres of the OPG Divide Block: the Hansville Greenway and North Kitsap Heritage Park.

During February, March, and April, 9,000 cedar and 1,000 Sitka spruce have been planted by 55 volunteer stewards. Planting is done in riparian areas under existing stands of maturing red alder.