

APPROVED

September 17, 2014

Kitsap County Parks Advisory Board

Minutes July 16, 2014

Chair Alvin Andrus called the meeting to order at 6:12 pm.

Board Members Present: Frank Stricklin, Alvin Andrus, April Gatz, Anthony Otto, Susan Cruver, Stacy Geiger, Jennifer Gerstal, Jon Pearson.

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

Five members of the public attended.

Chair called for a motion to approve the minutes from June.
Discussion: Frank Stricklin had a correction in the Forestry subcommittee report to change "tree marketing" to "tree marking." He then moved the amended minutes be approved with Susan Cruver providing the second.

Action Taken: Minutes approved as amended.

Correspondence & Communication: Jim Dunwiddie -Letters of resignation received from Mike Arnold District 3 and Ed Donahue in District 2. Rebecca Pirtle will be advertising for candidates to fill those vacancies. We have received the State mandated call letter for the 2015 budget. The time frame to get this in as always hits during the Fair & Stampede.

Opportunity for Public to Address the Board: Nelson Lanchester of the Kitsap Live Steamers extended an invitation to the board and Parks office staff to attend a picnic on Saturday the 19th at SKRP. The meal is at 4:00pm with trains running to park closing.

Directors Report: Jim Dunwiddie reported the sad news that the 12 year old drowning victim at Island Lake Park has passed away today. We have also received national attention for the 200 folks who have taken ill after swimming at Horseshoe Lake Park. The park remains closed at this time and water and other samples have been sent to the CDC for analysis. There is no ETA on re-opening the park at this time. The Anderson Point Park plans have been submitted to DCD with a request made of their director to an expedited review. Any updates will be available on the Parks website. There is no further word on the legal situation with the road at this time. Anthony Otto asked what improvements are being planned at SKRP for the KLS. The expansion of their building and removal of the storage containers has been removed from the lease. No further expansion has been planned other than what was on the master plan and phase 1 of that plan has been dropped. Currently no approval for expansion or improvements has been granted.

Forest Stewardship Pilot Program Report: Arno Bergstrom reported he is consumed with getting ready for the restoration thinning at Newberry Hill Heritage Park. Marking of the trees is 85-90% complete being down to the harder area in the wetlands. This project should be completed by the end of next week. The Forest Practices Application will be approved on July 22nd. Road work and culvert replacement will take place first with thinning operations to begin

after. It has been the plan all along to log during the dry season. We are in the middle of fine tuning our public relations plan in cooperation with Rebecca Pirtle of the Commissioners office who will act as their information contact (see second page of report – talking points). Signage has been posted at 3 key areas at NHHP with informational flyers available at the map kiosk. April Gatz asked what is being done with the slash. Arno responded that the first 20 acres thinned the slash will be chipped and 90% of the rest of the bulk slash will remain in the forest and be ground into the soil. This actually allows for safer working conditions for the crew, more control and less damage to the standing trees and enables a better result in regard to directional falling. This choice was made due to the size of the trees being thinned.

Superintendent of Operations: No questions on published report. Billie Schmidt reported that the parks office is currently under reconstruction which is due to the recent flooding to the building. Jim Dunwiddie pointed out the area to the PRAB members where the Bohan Family Foundation Grant of \$500K will be used to construct a cover over the equine area. We are in need of a pass through or fiscal agent to administer the grant funds.

Parks Resources Superintendent: No questions on published report. Jim mentioned that the PNP boat launch overflow State parking has had a soft opening. The area is so popular that there is a huge increase in public usage. The citizens who live in the area are concerned as is our department as it is causing a big financial burden for additional Sani cans and garbage pickup. Thus far the State has been unresponsive to our queries for assistance.

Park Project Coordinator: We are in full permit mode with the PNP Parking lot completion we still have three more parking lots on the schedule – Wildcat Lake, Horseshoe Lake and Olalla Boat Launch. Salsbury Point Park boat launch project is almost ready. SKRP (illustration provided) expansion is planned to be under construction this fall – sidewalks, grading, enhancing trails, speed bumps, redoing the entrance off Jackson , interim gravel parking lot and grading an area for open play. Alvin Andrus commented that the parking lot at PNP looks great!

Subcommittee Reports: We have restocked the Kiosk with 400 Educational Handouts at NHHP for the VDT. 300 previously disbursed. We continue with tree marking.

Mushroom Committee is working hard on guidelines to minimize environmental damage but still allow the pickers to harvest.

NHHP west side and south end moving has been done in the am. Day of caring - we removed a VW from the wetland but will need a scoop loader to remove the garbage. Jennifer Gerstal asked about hazards and Frank responded they check the areas of garbage for those first, he is trained in asbestos. The old oil filters they have discovered in and around creeks or water areas are the most dangerous thus far. Anthony Otto asked about fire contingency planning. Frank responded that you can only mitigate the danger not present it. The County does not have a formal fire plan for the forest at this time. Jim Dunwiddie responded that with 5000+ acres and growing, he and Arno will need to be working on a plan. At NHHP there is no egress for the DNR firefighters and part of the new road for the planned thinning could be used as their access should that be necessary. The DNR are the folks who would be called in to fight a fire in the forest but they have certain requirements for access that need to be met for safety. Dori has put

out fire danger signs. Our volunteer stewardship groups have assisted Search & Rescue with marked trails and maps.

Old Business: none

New Business: Jim Dunwiddie brought up the fact that the next scheduled PRAB meeting is August 20th which is the first night of the 2014 Kitsap Fair & Stampede thus making our staff unavailable. He suggested we could cancel or move the meeting to another date. Susan Cruver made a motion to cancel the August meeting and Jon Pearson provided the second.

Action Taken: Motion passed.

April Gatz asked about the replacement of the Harper Park Bridge that has been falling down. Dori Leckner responded that we will be removing the bridge as it continues to be vandalized for parts. Replacement will be discussed with the Director but as always usage will be taken into consideration and she reminded all that this bridge was a donation item.

Jennifer Gerstal asked about the homeless encampments along the Clear Creek Trail particularly by the bowling alley. Per Dori GPC, SO is working on the issue and Mary Earl is the contact person as this is not a county park property. On a side note Jon Pearson stated an overzealous volunteer did some drastic trimming in the area known as the Chapel Section and it will take a couple years to recover.

Jon Pearson is in the early stages of trying to bring a "Winter Brews & Bites" possibly to the Pavilion in early January featuring Olympic Peninsula beers. He is working to obtain a sponsor for the event.

Anthony Otto requested names be placed on the Staff Reports.

Ric Catron reminded all that the Kitsap Fair & Stampede is August 20-24th. Please contact Lori Raymaker for an opportunity to staff the parks booth.

April Gatz asked for the 5013C information from Jim as she is very interested in forming a group "Friends of KC Parks".

Alvin Andrus called for motion to adjourn meeting at 7:10 pm – Jon Pearson moved and Susan Cruver seconded.

Action Taken: motion passed. Meeting adjourned.

KITSAP COUNTY PARKS DEPARTMENT

Director's Monthly Report

July 2014

Anderson Point Park

Permit application and plans filed with Kitsap County DCD.

No update from County legal staff's communication with the attorney representing Millihanna Road residents.

PNP Boat Launch

WA DFW recently had a soft opening to the newly constructed parking area to serve the future boat launch. Historically, the area is used for overflow parking for PNP Lighthouse visitors. The unstaffed area, coupled with great weather, has created a few challenges.

Salsbury Point Park

The traffic patterns, parking, signs, and vehicle standing areas are working. The changes were in place for Memorial Day weekend.

Veterans Park

The potential future use of reclaimed water at the facility was discussed with West Sound Utility District representatives. The department will not participate at this time due to lack of funding for irrigation system construction, unit price being 4 times regular rate, and lack of a community education program.

Suquamish Citizen Advisory Committee

I attended recent meeting of the SCAC to discuss partnerships with community and department for maintenance project grants. The committee will help identify community organizations for potential funding contacts and youth group organizers for volunteer projects. The group identified the need for the resurfacing of the sports court.

North Kitsap Heritage Park Expansion

No update on the acquisition of additional acreage

Kitsap Live Steamers

I met with KLS President Erik Meehan to discuss future park improvement projects.

Norwegian Point Park

There have been very preliminary discussions focused on restrictions which may limit the construction/demolition activity at the park once funding is secured.

Staffing

The position of Park Planner will be advertised.

All Hands staff meeting scheduled July 30th

Parks and Recreation Department Superintendent of Operations Report

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

A. Facilities

- The parks office was closed for 2 days and is under construction after a septic tank overflow. The pumps in the septic system failed. They have been repaired however the floats are not functioning properly. Cost of clean up and repair is estimated to be \$25,500 with Risk Management covering the expense. Our insurance premium for Parks will likely increase as a result of this incident.
- Thunderbird Stadium repairs are underway after the second Destruction Derby crash into the wall within one year. A new layout was designed to keep all vehicles 8 feet from the wall going forward. Cooperation between cowboys and Destruction Derby is helping move the repairs along. They will be completed by fair.
- A survey was done on the North corner of the Pavilion to address some apparent settling in that area. This first survey will be used as a baseline and yearly surveys will be conducted to see if the issue is ongoing. If so a plan will be devised and implemented to address the situation.
- Thunderbird Rodeo is getting a bit of a facelift. Volunteer Cowboys have dressed up some of the buildings to look like the old west. They continue to work on the upper concession building and restrooms to give them an old west flavor.
- Kitsap Kids Playground is looking great! David Grant, our dedicated volunteer at this park, has done an excellent job of freeing the park of vandalism and keeping it that way. We still have 3 toy pieces and a couple of musical pieces that need to be replaced.

2. Grants

The Department of Agriculture Safety Grant – This grant ends June 1, 2015

- The Thunderbird Stadium light poles project has progressed to moving the lights. Once the lights are moved, the rotten poles will be taken down. This project will be completed by Fair.
- Swine Barn roof support beams – one has been installed, the other will be done by the end of July.
- Swine Barn Ceiling insulation tiles are being installed – about 1/3 done at this time. The work is tedious and taking longer than expected. We anticipate it will be completed by the end of July.

- Trip hazards on the grounds sidewalks will be taken care of by Precision Concrete Cutters as part of the safety grant after their tour of the grounds with Staff.
- Fire inspection items are being taken completed. A second inspection is scheduled on the 17th of this month.
- A large bees nest was removed from the log retaining wall at the L-Barn. This involved removing the old retaining wall material which has been replaced with a concrete retaining wall.

Bohan Family Foundation Grant - Lower Arena Cover –

Ron Gasgoyne, mini-horse superintendent for the fair, secured a \$500,000 grant from the Bohan Family Foundation to construct a cover over the lower equine arena. This arena is primarily, but not exclusively, used by 4H groups and other youth groups. Director Dunwiddie will take this to the BOCC and ask for it to be accepted. If accepted, construction could begin this fall. Covering this arena will allow activities all year long. If constructed it will be the only covered arena in Kitsap County according to Mr. Gasgoyne. The department is seeking another \$90,000 for an office area and announcer's booth. The structure will be sprinkled as well as lit and will have bleacher seating.

PFD Funding

- Lobe Field Bull Pen – AES surveyed this area. Still waiting for the pen to be extended by Viking Fence. Once that is complete, staff will level it, build mounds and install plates.
- Lobe Field Press Box and Backstop – This project has been put on hold due to the cost of the project and lack of complete funding. Rice Miller Ferguson Architecture firm determined that the structure, which included 30 behind the plate seats on risers, a two story 200 square foot structure with press box above and umpire dressing room and storage below, will cost \$280,000 to construct. The PFD funded all but \$93,000 and said the county would need to fund the rest.

LID Grant – this grant ends December 31, 2014

- Gutter installation of the barns is complete.
- Gutter spout project to tie into the existing permeable pavement is in design.

- Infiltration systems at the Thunderbird Stadium and Van Zee will go out to bid in July, with construction to begin in September.
- Manure Cover installation bid has gone out, site walk with contractors held July 9 - bid is due on July 15. Project is hoped to be completed prior to fair.

B. Rental/Events

- Big Events held included: **June** – Kids Day, Bluejackets games (5), Swap & Shop, Baseball tournament, North Mason Graduation, Central Kitsap Graduations (4 schools), Olympic College Graduation, Washington Youth Academy Graduation, Gun & Knife Show, United Way Day of Caring Breakfast Kickoff, Kitsap Transit Bus Rodeo, Kitsap Puma's Game, Baseball tournament, Thunderbird Rodeo, Soccer Tournament, Roller Derby (Derby Brats), Scale Model Show, Skyhawks Sports Camp. **July** – Skyhawks Sports Camps (5), Puma's Game, Bluejackets Games (12), Destruction Derbies (2), Olympic Summer Baseball, Nick Corey memorial service.
- Upcoming Events include –**July** - Little League District Tournament for 16 year olds (called the Little Big League), Cub Scout Day Camp (2 weeks), New Life Day Camp (1 week), baseball tournament, Night of Miracles (religious event), Grand Slam Baseball Camp (1 week). **August** – Dahlia Society Show, Kitsap Fair & Stampede.

C. Staffing/Training

- An Extra Help position at the Fairgrounds was not filled due to this we have moved the two staff that were hired to 40 hour a week positions.
- Golf instructor (contracted position) still sought for Village Greens Golf Course.
- Two Ticket Sellers have been hired and trained.
- Volunteers are being sought for Fair – Still Life Superintendent, Info booth. Still Life Superintendent job description and ad is on the volunteer county website.
- Staff will train volunteers for the fair to safely drive heavy equipment (forklift, water truck) in preparation of the fair.

D. Marketing

- **Press Releases** – The forestry division will be putting out a press release regarding the forest management practices beginning in Newberry Hill Heritage Park this summer.
- **Newspaper Ads** – A plan for the year has been submitted to Kitsap Sun for the use of the \$25,000 worth of advertising. This month and next ads will be for the Fair & Stampede.
- **Internet Ads** – nothing to report.

E. Permit Process

- Nothing new to report.

F. Village Greens Golf Shop

- Continue to seek an additional golf instructor. Due to lack of instructor there will be no junior golf camp this year.
- Building inspection turned up two easy issues to fix. (moving the paper towel dispenser down and providing knee protection under the sink) once complete we will have it re-inspected and should be good to go.
- Painting contractor has the contract to sign. Once it is signed, we will schedule time to paint and provide a notice to proceed. Should be done within July or beginning of August. The painting of the exterior of the building will in and of itself be a dramatic improvement to this facility.
- Special Olympics training continues with 12 Olympians.
- The First Tee program begins in the fall with one session of 15 kids.

G. Sponsorships

- Staff is seeking sponsors for the Fairgrounds & Events Center and Village Greens Golf Course.

H. E-Tix Program

- Scanner computers (netbooks) are using Windows XP and since this is no longer supported by Microsoft, can no longer be used. E-Tix has not yet tested Windows 8 with the programming, so we cannot yet replace the netbooks or put another program on them. E-Tix has provided us with 2 scanners until we get this resolved.
- Staff are training a ticket seller to trouble shoot, set up and tear down ticket booths for events so that only one full time staff person needs to be at the events.
- Tickets are on the site (Kitsaptickets.com) for Destruction Derby, Fair & Stampede.

I. Work Parties

- June 27 was United Way Day of Caring. The Fairgrounds hosted the breakfast event for several hundred volunteers 37 of which put together & painted benches & picnic tables on the grounds. They also did some maintenance weeding in the Parks office garden.
- The Navy will have 27 volunteers out on July 25th to help with the Safety grant in preparation for the Fair.

- Super Saturday, Fair preparation work party will take place with approximately 300 volunteers on August 2. These volunteers traditionally get the barns and other buildings and grounds ready for the fair.
- August 2 a group of Olympic High School reunion members are interested in doing a service project at the Kitsap Kids Playground.
- August 8th, the Washington Youth Academy will have one cadre (about 50 kids) at the fairgrounds to assist with preparation for the fair.
- Three Eagle Scout Candidates have chosen the Fairgrounds for their Eagle Scout projects. The following projects have been chosen: Flagpoles at Gordon Field, ripping out an old stairway and building a new stairway from Pavilion lot to Lower Bowl, and replacing fencing along the ramp to the lower arena. Staff on site will work with the scouts to move these projects through to completion.

Parks Resources Superintendent Report – July 2014

- Vandalism – SKRP Sani-can blown up twice on July 4th & 11th. No estimate yet on cost to cure.
- VFW Demolition completed on July 2nd
- Kola Kole Preschool New roof/gutters & downspouts –contract in process review
- Island Lake Park – wet well repairs completed July 14, 2014
- New benches and seating installed at Rotary Park.
- Park entrance beautification is underway with new signs at Horseshoe Lake, Buck Lake and Salsbury Point Park.
- WYA at PNP LH Park on August 9th. 100 cadets will be weeding the entire picnic area and adding topsoil and seed in various locations through out the park.
- KC Parks staff is working in partnership with KCSO on curbing homeless camping and vandalism in these targeted parks SWF Park, Old Mill Park.

Parks Project Coordinator -

- Point No Point permeable parking lot replacement completed June 13th.
- Howe Farm Barn – Met with BOLA Architects to discuss strategy for restoring the 1920's-era west wing of the barn.
- Newberry Hill Heritage Park – Covered shelter south of Klahowya Secondary School has been completed. This was a NHHP Stewardship project.



Kitsap County Forest Stewardship Pilot Program Report

July 16, 2014

Forest Stewardship Plans and Plan Implementation for Individual Parks

A Forest Practices Application (FPA) will be approved on July 22nd for the restoration thinning operations at Newberry Hill Heritage Park. Road work and culvert replacement will take the first week with thinning operations expected to start shortly thereafter.

Trees that will be removed are being marked by trained staff and volunteers. Marking is expected to be completed by July 25th.

Planning for partial park closer, notices and information signage and is underway. The Parks Department website and Facebook page have already been updated with information and links. Talking points for the restoration thinning at Newberry Hill Heritage Park are on the back page.

Brush Harvesting

Brush harvesting has resumed on the leased park property. The season will continue through the summer, fall and early winter. Salas harvesting will be spread out over the next eight months rather than the rush to harvest that we experienced in January/February.

Mushroom Harvesting Policy Committee

The mushroom harvesting policy committee is making good progress. A draft policy will be on the agenda for the August 20th Parks Advisory Board Meeting.

Forest Lands at Risk Grant

The project focus is to maximizing the long-term ecological function on 7,000 acres of OPG forestlands at risk of development.

2014 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.

Summer work consists of the mapping roads and culverts at Port Gamble and North Kitsap; and creating a Road Maintenance and Abandonment Plans (RMAP) for both parks. Grant funds maybe used for road maintenance and culvert replacement.



Talking Points – Forest Restoration Thinning @ NHP

“Building a Better Forest for You and for Wildlife”

- Kitsap County Parks will be doing forest restoration thinning on 145 acres of Newberry Hill Heritage Park. Operations are scheduled to begin in late July with service road maintenance and repairs including several culvert replacements. Thinning operations will begin the first week of August and continue through September.
- This thinning is essential to enhancing wildlife habitat and is part of the forest restoration plan for the Newberry Hill Heritage Park. For more information see the Newberry Hill Heritage Park – Forest Stewardship plan at: <http://www.kitsapgov.com/parks/>
- For 2014, thinning operations are focused on the northwest corner of the park. Operations will use the Seabeck/Holly park gate as the primary access. A special NHP park map shows the thinning locations and is available at: <http://www.kitsapgov.com/parks/>
- For public safety, portions of Newberry Hill Heritage Park will be closed during active harvesting operations. The entire park will not be closed! Every effort will be made to minimize trail/road closures. Alternate trails routes will be marked in a detour fashion.
- Thinning operations will typically occur Monday through Friday between the hours of 7 am and 3 pm. Park patrons will be allowed full access to the park on the weekday evenings and on weekends.
- Please visit the Kitsap County Parks Department web page, <http://www.kitsapgov.com/parks/> for additional information, photos, updates and any changes.