

APPROVED

JANUARY 21, 2015

Kitsap County Park Advisory Board

Minutes November 19, 2014

PRAB members present: Alvin Andrus, Susan Cruver, Jennifer Gerstal, Stacy Geiger, Anthony Otto, Frank Stricklin, & Keith Grellner.

STAFF members present: Dori Leckner, Arno Bergstrom, Ric Catron & Leigh Snyder.

Members of the public present: 1

Meeting called to order to order by Chair, Alvin Andrus at 6:02 PM

Action

Motion made by Frank Stricklin to accept the October 15th minutes as written, seconded by Anthony Otto. Motion carried.

Correspondence & Communication: none received

Opportunity for Public to Address the Board: no comments

Directors Report: no report at this time

Community Forester – Arno Bergstrom –status report on the Community Forestry Program –the first VDT (variable density thinning) has been completed at NHHP. The final figures are not yet available. We look forward to VDT beginning at NKHP in 2015. Citizen stakeholders and park steward participation continue to be a key factor in the successful implementation and public acceptance of the Community Forestry Program. A full report is available on the website.

There is an ongoing Urban Forestry restoration project at Pt. Gamble along the shoreline. A Washington Conservation Corps crew of 6+ will be laying mulch next week. This is a Department of Ecology funded project. In January this same crew will be working at Newberry Hill Heritage Park. This group has done good work and we will invite them back if there is sufficient funding in 2015.

Superintendent of Operations – Billie excused absence (full report available on the website.)

Parks Resources Superintendent – The Point No Point Lighthouse holiday lights go up December 6th from 10:00-2:00 pm, there will be hot cocoa for the kids who will be

hanging handmade decorations. All are welcome to attend. No questions or comments on the report as published.

Parks Project Coordinator – The parking lots at both Wildcat and Horseshoe Lake Parks will be wrapped up on November 28th. No questions or comments on the report as published.

Stewardship Groups – Frank Stricklin- NHHP group has been busy mapping wetlands in the south portion of the park. This data will be submitted to the DNR for their review. This information may allow for corrections to be made to state maps. Gates have been installed at the North end of the park and 7 new culverts have been completed to move water from the road into the woods. Road erosion has been handled well and the forest looks good after the VDT.

Old Business – none

New Business - Frank Stricklin presented a low tech wooden sign for trails and markers to be used in the parks for review by the Parks Resources Superintendent. These are inexpensive and the volunteers can do the work.

Thank you to Stacy Geiger for her years of service as she will not seek reappointment to the PRAB for 2015.

Comments: Alvin Andrus commented on the recent Kitsap Sun article regarding the transaction on the property commonly known as “Place of the Bear”. Arno Bergstrom responded to clarify the article that there are no “trails” on the property only old roads for timber access. Alvin also spoke to the current Prosecuting Attorney regarding the progress at Anderson Point with the homeowners along the road.

A motion to adjourn the meeting was made by Frank Stricklin with a second by Susan Cruver.

Action

Meeting adjourned at 6:35. There is no scheduled meeting in December.



Executive Summary

Issue Description: Kitsap County Forest Stewardship Pilot Program

Meeting Date: November 12, 2014

Attendee: Jim Dunwiddie & Arno Bergstrom

Action Requested At This Meeting: None – Status report on the Community Forestry Program on the completion of the first forest restoration project at Newberry Hill Heritage Park.

Community Forestry Program: Numerous steps have been taken over the past year to implement the County's Community Forestry Program. The Forest Stewardship Committee, a Parks & Recreation Advisory Board's subcommittee, was actively involved in the recruitment and selection of a timber harvesting and marketing professional services provider. Additionally, the committee reviewed and recommended the Newberry Hill Heritage Park Forest Stewardship Plan which was adopted by resolution by the Board of County Commissioners the plan, January 2014. With the involvement of four interns and a host of volunteer stewards, the Community forestry Program worked on eight forest restoration projects, advanced the forest stewardship planning process for several heritage parks, and conducted a danger tree assessment at Rotary Park.

Forest Restoration Thinning: The first variable density thinning (VDT) began in late July 2014 and was completed in mid October. Reports are that park patrons and the stewards like the thinning results. Members of the North Kitsap Heritage Park (NKHP) Stewardship group actively participated in marking trees at Newberry Hill Heritage Park (NHHP) ahead of this restoration thinning. These individuals gained knowledge and experience in the methods used. In turn, they are helping educate their entire stewardship group and foster acceptance and enthusiasm for a restoration thinning at NKHP in 2015. Citizen stakeholders and park steward participation continues to be a key factor in the successful implementation and public acceptance of the Community

Forestry Program. As a first effort, the 2014 restoration thinning project at NHHP went well and everyone learned valuable lessons that will enable us to complete future forest restoration projects in less intrusive ways.

Final fiscal accounting for the 2014 NHHP restoration thinning will be available in late November.

Special Forest Products: A brush harvesting lease program was established for 2014. The leases are for three years, ending on December 31 2016. Annual bush lease revenue is \$37,000 per year.

Demand for mushroom harvesting for personal use occurs annually at most Kitsap County Parks. A special committee, under the Parks Advisory Board, worked and drafted a mushroom harvesting policy which has advanced to the BOCC for review and adoption by resolution. This policy outlines the rules to be in place around the harvest and open up a dialogue for public education.

Forest Stewardship Plans for Individual Parks

The stewards of North Kitsap Heritage Park will be reviewing and taking action on draft forest stewardship plan in November 2014. This plan includes the “expansion” property and is projected be before the BOCC early in the first quarter of 2015.

Field assessments continue at Coulter Creek Heritage Park, the new Port Gamble Park and several regional parks.

Forest Lands at Risk Project: The Parks Department – Community Forestry Program is a partner in the Forest Lands at Risk project led by Kitsap County – Department of Community Development. The project focus is to maximize the long-term ecological function on 7,500 acres of forestlands at risk of development in Kitsap County. Parks is 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 plans.

Site assessments have been completed and management recommendations are being incorporated and will expectantly advise decision making processes at all levels. Implementations of forest restoration activities are underway with a completion deadline of March 31, 2015.

Parks and Recreation Department Superintendent of Operations Report

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

A. Facilities

- Pavilion Settling - Rob Henry, from Art Anderson and Associates looked at the drawings of the Pavilion. He requested staff to ask Public Works to scope the storm water pipes that run under and near the NW corner of the building to determine if there is a leak. Public Works came out within a couple of days and did so, finding no leaks and pipes that were in good shape. Next steps include Mr. Henry consulting with a Geotec engineer and possibly taking some borings to determine the cause of the settling. It's important to know if the settling is continuing or has stopped before repairing. He thinks the fix will be to short it up where it is at and not to try to lift it as that could cause more problems.
- Outdoor restrooms and the RV Dump station are closed until April 1, 2015.
- The Pavilion and Presidents' Hall roofs were leaking. Fields Roofing was called in to make repairs.
- The Parks office heating system is broken. Facilities are working to make the repairs.
- The barn gutters that were installed with the LID grant were not piped to anything, so as the rains hit, some of the barns flooded. Kitsap Conservation District is assisting staff to mitigate this.
- The pervious pavement installed at the barns and Gordon Field is not acting permeable – seems to be clogged with pine needles at the barn area and with rubber pellets at Gordon Field. Parks staff is working with Public Works to have them vacuum these areas several times a year to keep them draining appropriately.

B. Grants

- The Department of Agriculture Safety Grant – This grant ends June 1, 2015. The grant funds are nearly depleted. The matching volunteer hours have been completed. The match dollars are still available and being worked on.
- The Thunderbird Stadium light poles project – this project is complete.
- Concrete Cutting - no new report
- Fire inspection items –no new report
- Electrical – the barn area light sensors are being worked on
- Emergency Preparedness Plan - Incident Command training was held on October 16 with all fairgrounds staff attending. Disaster First Aid is set for January 16 and Search and Rescue is scheduled for January 30. Fire and Utility will be scheduled in January or February with the help of CKFR.
 - Valve box replacement is underway.

- Boand Family Foundation Grant - Lower Arena Cover – Ron Gascoyne, the volunteer who received the grant, has chosen Farscapes as the contractor after receiving 3 bids. The Memorandum of Understanding between the Parks Department and the Kitsap Community Foundation is still being finalized. KC legal department thinks this will be completed within the week. Next steps from there include putting the MOU through the county approval process, the Boand Family Foundation writing the check to the Kitsap Community Foundation, the purchase of the building, permitting, and construction. Mr. Gascoyne is hoping the facility will be complete by the end of April, 2015. Before construction begins, the county will install an electrical box to the area, take down some hazardous trees on the hillside above where the building will be located, take down the current wooden announcer's booth, and pump out the septic system for the restroom.
- **PFD Funding**
 - Lobe Field Synthetic Turf Research – Bruce Dees and Associates estimated the cost of putting synthetic turf on the infields of Lobe Field as follows:
 - \$442,000 - \$460,000 for all three softball field infields
 - \$287,000 - \$302,000 for the baseball stadium (includes 1st & 3rd base warning track, but not home plate or pitcher's mound)
 - \$729,000 - \$762,000 for all four fields

Lobe Field Press Box – the PFD would still like to pay to have this installed. Staff attended a meeting and explained the Parks Director's following concerns to them:

- The Parks Department has no funding to put into this project (as it was left, there was a \$90,000 gap in funding)
- The Parks Director does not want to impact the integrity of the field, or compromise the seating viewing by changing the backstop. He would prefer the existing concession building be moved, the press box and seating be constructed where it currently is located, and the concession building be placed or re-placed in the center of the complex.

LID Grant – this grant was provided an extension to March, 2015

- Infiltration systems at the Thunderbird Stadium and Van Zee – the bid winner was Port Madison Enterprises Construction Corporation. This project will be started as soon as staff complete paperwork from the additional grant that was procured by Kitsap Conservation District. Permitting is in process.

- Manure Cover contract – The contractor has been given the go ahead to begin construction.

C. Rental/Events

- Events scheduled for November include: OVAC swap meet, District 10 AA Gratitude Banquet, Veteran’s Day Celebration, Miss Kitsap Fair & Stampede Pageant and Banquet,
- Upcoming Events include – Holiday Gift & Food Fair, Fall Festival of Gems, Just Between Friends Consignment Sale, Neighborly Greeting Sale. December – Rocky Mountain Elks Foundation Banquet, Olympic Duals Wrestling Tournament, Northwest Wrestling Club Wrestling Tournament, Hammerhead Wrestling Tournament, and Toys For Tots.

D. Staffing/Training

- All Fairgrounds maintenance staff and office staff attended Incident Command Training on October 16.
- January 23rd fairgrounds maintenance staff and events staff will attend Situational Awareness training. This training is intended to help staff working in the field to keep safe and to spot dangerous situations in time to avoid them.
- Staff and DEM staff planned the additional 5 emergency preparedness trainings in January and February.
- 2 fairgrounds maintenance staff attended John Deere Turf maintenance training in Tacoma.

E. Marketing

- Ads in the Kitsap Sun this this month and last included the following topics –
- October - Rental Facilities for holiday parties* (Celebrate at one of many great options)
- October - Sports Rentals* – Due Date November 1st for January – June field use
- October – Vandalism Hurts Everyone
- November - Fairgrounds & Events Center* — The Next Big Thing should be held at the Kitsap Fairgrounds & Events Center
- Press releases – press releases sent out included
 - Village Greens Winter Closure

B. Permit Process

Staff met on October 16th to examine the permit process with the intent to make it easier on the customer by streamlining the process – less back and forth with

signatures, etc. Staff are following up and will meet again the latter part of November with suggested changes and to determine next steps.

F. Village Greens Golf Shop

- Winter closure begins November 24 and runs through March 8.
- Golf Shop staff will be laid off and received the letter informing them of this in September; both staff have indicated they would like to come back next year, so they will receive first right of refusal in January.
- A press release was sent out to the newspapers, also our websites were updated, and signage regarding the closure was put up in the shop.
- Golf instructor – a second golf instructor continues to be sought. Staff will continue to work with the PGA and area recruiting companies to find this person so that regular lessons for beginners and intermediate players can be scheduled more often than once a month.

G. Sponsorships

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

H. E-Tix Program

- No new report

I. Work Parties

- November 8th – Washington Youth Academy was at the Fairgrounds helping to set up chairs for the Veterans Day Ceremony.
- Eagle Scout projects – Eagle Scout candidates have chosen the following projects on the Fairgrounds:
 - Making Benches for the Fair
 - Adding flag poles to Gordon Field
 - Rebuilding fencing along the ridge above the Lower Horse Arena

November 2014

Parks Resource Superintendent Report

WYA upcoming work parties with parks staff –

- a) Horseshoe Lake Park – November 1st – Conducting Ivy removal, filling in lawn depressions, cutting up dead trees and shrubs, raking up the entire park of downed limbs, pine cones and leaves. SKRP on October 17th, removing scotch broom.
- b) Looking at new dates in 2015.

Horseshoe Lake Park – Parks staff removed the large concrete footings to the old lifeguard chairs on the beach.

South Kitsap Regional Park – Parks staff to remove all the siding off the last two remaining dugouts, to deter after-hours activity and drug use. Add chain link possibly in 2015.

Rotary Park – Parks staff is working with a local volunteer cleaning up the woods around the park, and installing bollards leading to the fields. We are partnering with the Port Orchard Rotarians to make site improvements.

Anderson Hill Athletic Fields - Parks staff removing several alder trees leaning over and onto the athletic fields. Work to be completed late November. This will allow more sunlight and air onto the fields.

Silverdale Waterfront Park – In preparation for Veterans Day, parks staff and community volunteer's pressure washed, sanded and stained the interior of the gazebo. Pressure washed the entire Veterans Memorial Circle and cleaned all the service markers, refurbished the Veterans Memorial Sign. Parks staff scheduled to re-roof the gazebo roof.

Silverdale Community Center – Work to stop the roof, wall and ceiling leaks are still ongoing.

Creosote timber removal – Work is completed at Norwegian Point Park, Silverdale Waterfront Park and Old Mill Park.

Island Lake Park – The Phase II portion of the park is now open, signed and a Sani can on-site, for members of the public to fish from the fishing pier and to use the Non – Trailerable Boat Launch.

Point No Point Lighthouse Park - As it stands, 3/4s of the duplex has been stripped of paint and work has begun at the front porch area. A good portion of the duplex has had

one coat of primer applied to date. The basement exterior doors and crawl space hatches will be finished and installed by the end of October. We will be working on the lighthouse windows to make them operable. We will install new internal mechanisms, (ropes and weights) and clean them up.

Norwegian Point Park – Parks staff worked with Washington Youth Academy and volunteers to clean up the park and restore picnic tables

North Kitsap Heritage Park – Volunteers along with a local artist, painted a mural on the side of the barn.

Kingston Community Center – Severe Weather Shelter

Vandalism –

Parks staff replaced a new light fixture outside the shop door and removed the 220-volt electrical outlet near the shop at Horseshoe Lake Park.

Parks staff making repairs and will need to replace door and door jamb to the Anderson Hill Athletic Fields Well house door.

Parks staff fully renovated the interior of the Old Mill and Silverdale Waterfront Park restrooms.

Parks staff in the process of installing exterior lighting at the Island Lake Community Center. Parks staff is making the needed repairs to the meter base and box that were destroyed and stolen off the well house at Island Lake Park.

Parks staff secured the old restaurant building, after a break-in.

Parks Project Coordinator –

Anderson Point –project is anticipated to be completed by December 5, 2014 subject to weather.

Howe Farm Barn – authorization to move forward was received on November 12, 2014.

Salsbury Point – construction began on October 23rd. It is scheduled for completion November 20th subject as always to weather and tides.

South Kitsap Regional Park – grading of the open field area began on November 13th.

Parks Stewardship Coordinator –

Point No Point

- Closed out the 2014 season with 3,507 visitors. We greeted travelers from 41 different states and 12 countries.
- Parks staff is working with Whale Trails to install a Whale Trails sign at the park.

Hansville Greenway

- Stewards graveled the Cora entrance to the park

North Kitsap Heritage Park

- Stewards built a puncheon on Boundary Trail with help from the Evergreen Mountain Biking Alliance.
- Stewards added gravel to the Miller Bay Road parking lot to alleviate drainage issues for the winter season.

Silverdale Dog Park

- Stewards increase the size of the small dog park enclosure

Port Gamble

- Parks staff partnered with GPC, REI, Evergreen Mountain Biking Alliance, and local volunteers to clean-up the eastern section of the Shoreline Block, remove noxious weeds (100 bags of weeds removed and plant 1,000 trees).

Howe Farm

- The Howe Farm dog park group is restructuring their stewardship group so they are following the same guidelines as other Kitsap County Park stewardship groups.

Harper Park

- Metal vandals have stolen most of the metal and destroyed the large metal bridge at Harper Park. Stewards will be working to reroute the trail and build a smaller bridge.

Banner Forest

- Parks stewards worked with an Eagle Scout to build a new kiosk and benches on the interior of the park.
- Volunteers and stewards have been working hard to keep trails clear of downed trees with the recent storms

Anna Smith

- Olympic High School Key Club has adopted the park and is working to clear ivy.

Illahee

- Stewards are updating the Illahee Stewardship Plan
- Stewards have been working with the Washington Youth Academy, Navy, and Rotary volunteers to place word chips on the trails.

Anderson Landing

- Stewards worked with WSU, Navy, and AmeriCorps volunteers to plant trees and native brush at the mouth of Little Anderson Creek.

Newberry Hill Heritage Park

- Steward, Frank Stricklin just completed the Department of Ecology wetland training for western Washington and will begin re-categorizing all of the wetlands in NHHP
- Stewards have been busy cleaning up the park after the logging operation. Clean-up has included replacing signs that were destroyed, channeling water off of roads, and clearing trails.
- Stewards have created a teaching wetland for students and staff at Klahowya School. This was done so students and staff can study a wetland without damaging the existing native wetlands.

Nick's Lagoon

- Stewards have created a Stewardship Plan for the park.
- Stewards have cleared the small parking pullout on Miami Beach Rd.

Time Oil Park

- Stewards installed a split rail fence to replace the chain-link fence. Stewards made all materials for the fence from 2 cedar trees donated by Ureland Tree Farm. Ureland also donated a gate for the fence.
- Stewards, parks and public works staff, WSU, and the Suquamish

- Tribe worked together to put on the annual Salmon Tours on November 8th. The tours were enjoyed by 377 park visitors during that 4 hour period!
- Stewards and Salmon docents have and will be available at the park on the weekends during the Salmon season.

Volunteer Coordinator

- Lori gave a presentation on “Project Planning” to AmeriCorps volunteers
- Lori conducted 3 Chain Saw Safety classes for volunteers in October and November.
- Lori is working with WSU to develop an Interpretive Docent program for County Parks
- All stewardship groups are in the process of developing their 2015 Work Plans
- Lori attended the Washington State Trail Coalition Trail Conference in Bellingham
- Lori attended the WSU Salmon Docent training
-

2014 Holiday Light Plan

Point No Point Lighthouse, Hansville, WA

Type of Lights:

- Non-flashing white solid core rope lights

Location of Lights:

- Along flat roof, under tower platform, and along peaked roof of main building
- Along the three railings of the light “tower” (The top railing is 27” below the focal point of the revolving beacon.)

How Attached:



- Flat roof – with adhesive *3M Command* hooks along the upper flashing
- Peaked roof – with brackets screwed into the shake shingles
- Railing – with zip ties

Duration of Lighting:

- The lights will be on an automatic timer and go on around dark and turn off in the early morning.
- The building will be lit from December 6 through January 3.

Emergency Contact:

- In case of an emergency or if the lights need to be distinguished please contact
 1. Lori Raymaker, Kitsap County Parks
(360) 698-0393 (Home phone)

(408) 640-6806 (Personal cell phone)

(360) 204-2959 (Work cell phone)
 2. Dori Leckner, Kitsap County Parks
(360) 304-6655 (Cell phone)