Kingston Community Center

The sale of the facility to Coffee Oasis has been finalized. The sale proceeds of approximately $378,000 will be directed to the Kingston Village Greens.

Silverdale Community Center

Majority of project is completed. Additional soil needed for final grading and seeding.

Kitsap Peninsula Water Trails

Kitsap County Parks will have 19 locations listed as water trail sites. Logo signs at park entrances and shorelines will be installed.

Parking Issues

Staff is working with assigned civil prosecutor to address the "non-park-related" parking at Village Greens Golf Course and the Olalla Boat Launch.
Executive Summary

Issue Description: Parks Department Briefing
Meeting Date: July 13, 2016
Attendee: Jim Dunwiddie

Action Requested At This Meeting: Monthly briefing of Parks Department projects and initiatives.

Park Project Status Reports

- Silverdale Community Center – Nearly completed. Additional soil to be spread on site.

- Howe Farm Barn – West Wing (“A” attached)

- Event Center/Fairgrounds
  - Lobe Field #1 Improvements (“B-1” attached)
  - Lobe Field & Gordon Field PA Improvements (“B-2” attached)
  - Tennis Court Surfacing (“B-3” attached)
  - Kitsap Sun Pavilion Roof (“B-4” attached)
  - Kitsap Sun Pavilion Air Handler Replacement (“B-5” attached)
  - Safety Improvements – Surfacing, Hoods, etc.

- Point No Point Restroom (“C” attached)

- South Kitsap Regional Park Improvements (“D” attached)

- Fairgrounds Lower Area Roof Structure (“E” attached)

Lower Arena at Fairgrounds - Operations and Maintenance

Begin dialogue to options available to Kitsap County regarding potential operation, scheduling and maintenance of the facility.

Kitsap Water Festival

Communication requesting reduced facility fees for 2017 event.
Park Inventory Update (Attached “F”)

As time allows, staff reviews various documents in an effort to create an accurate and up to date listing of park acreage. Review has added easements and clarified parcels that ownership was incorrectly identified, and removed the Silverdale and Kingston Community Centers. Additionally, 453 acres are listed for the Port Gamble Forest Heritage Park......all purchase documents note 535 acres, thus, the discrepancy is being researched.
PROJECT: Howe Farm Barn
DATE: June 29, 2016
LAST REPORT: May 31, 2016

PURPOSE: Restoration of Howe Farm West Wing

COST: $110,000

FUNDING: Capital Funding

GRANT DEADLINE: N/A

SUCCESSES: Sun Path Custom Construction awarded $80,766 contract. Construction began November 18, 2015.

OPPORTUNITIES: Change Orders 1-5 were approved by the BoCC on March 14 and May 23 for debris removal/disposal, electrical, additional wood replacement @ transition of 1920's and 1940's barns, concrete ramp, rain gutters, drainage gravel and siding repairs on both the 1920s and 1946 barns. New roof, sliding door & windows have been installed, rotted siding replaced, access road has been re-graveled and drainage gravel installed.

NEXT STEPS: Rain gutters are next. Change Order # 6 for the 1946 barn approved June 27. Improvements will repair stairs, joists, and beams. 1946 barn to be washed, primed and re-painted white.

NEEDED RESOURCES: Improvements as noted will stabilize both structures and allow for public access and use.

NOTABLE PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1ST QUARTER</th>
<th>2ND QUARTER</th>
<th>3RD QUARTER</th>
<th>4TH QUARTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stabilize, deconstruct and rebuild.</td>
<td>Continue reconstruction.</td>
<td>Completion.</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>
PARKS DEPARTMENT

PROJECT: Lobe Field #1 Improvements

DATE: June 28, 2016

LAST REPORT: May 26, 2016

PURPOSE: To improve the appearance & functionality of field.

BUDGET: $198,000

EXPENDED TO DATE: $104,818

FUNDING SOURCE: PFD

SUCCESSES: Umpire Dressing room constructed – missing ramp. Bleachers repositioned. PFD approved $35,424 in additional funds to cover change orders, etc.

OPPORTUNITIES: Punch list and change order items pending contract signing – on BOCC for June 27. FGEC caulked and installed electrical. Railings for bleacher stairs need to be completed. Umpires Dressing Room Ramp needs to be completed – temporarily can put in stair set.

REVISIONS: Contract period needs to be extended through August 30 or longer if it needs to go through BOCC. Contract staff is working on getting this done quickly.

NEXT STEPS: Punch list and change order items to be completed. Paint Umpire Dressing room, install 2 additional vents in UDR, install hooks in UDT, and put in lighting in UDR.

NEEDED RESOURCES: Contracts to push through extension of contract for contractor

NOTABLE 2016 PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1st Quarter 2016</th>
<th>2nd Quarter</th>
<th>3rd Quarter</th>
<th>4th Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pour concrete</td>
<td>Install netting. Complete dugout changes. Move fence lines. Replace irrigation heads. Replace warning track &amp; sod. Purchase &amp; Install Umpire Dressing room Invoice PFD</td>
<td>Complete change orders Paint Umpire Dressing room and complete interior Install ramp on Umpire dressing room</td>
<td></td>
</tr>
</tbody>
</table>
PROJECT: Lobe #1 PA System Upgrade

DATE: June 28, 2016

LAST REPORT: May 26, 2016

PURPOSE: To upgrade the PA system and lighting at Lobe Field #1

BUDGET: $37,000

EXPENDED TO DATE:

FUNDING SOURCE: Capital Funds

SUCCESSES: RFP sent out. Site Walk held. RFP deadline was June 16. One contractor submitted RFP.

OPPORTUNITIES: Contractor would like to meet with user groups to get correct product and set up for both fields. Requested to put this off until September. Director approved.

REVISIONS: According to estimates, can do both Gordon Field and Lobe Field with the budget.

NEXT STEPS: Purchase. Install.

NEEDED RESOURCES: 1. Purchasing 2. Contracts or PO needed.

NOTABLE 2016 PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1ST QUARTER</th>
<th>2ND QUARTER</th>
<th>3RD QUARTER</th>
<th>4TH QUARTER</th>
</tr>
</thead>
</table>
| 1. Meet with Director  
2. Meet with Purchasing | 1. Put out to RFP in May  
2. Due June 16  
3. Meet with user groups | 1. Purchase  
2. Install | Click here to enter text. |

"B-2"
PARKS DEPARTMENT

STATUS REPORT

PROJECT: Fairgrounds Tennis Court Re-Surfacing

DATE: June 28, 2016

LAST REPORT: May 26, 2016

PURPOSE: To resurface the tennis courts

BUDGET: Estimated at $50,000

EXPENDED TO DATE:

FUNDING SOURCE: Crowd Funding raised approximately $6,000, CKSD funding $20,000, County Capital Funding $30,000

SUCCESSES: Eliminated turf material on upper courts. Working on same at lower courts. Pressure washed.

OPPORTUNITIES: Fence poles have issues. Tree removal clean up. 3 courts have need for net post replacement.

REVISIONS: With additional funds will add stairs, restroom, drainage. Have asked for change order estimates to replace some of the net posts and to fill cracks around the fence posts.

NEXT STEPS: Fill dips & Cracks. Provide estimates of change orders Go back to contracting if change orders are accepted. Replace net posts. Resurface Stripe Drainage Restroom Stairs

NEEDED RESOURCES: Arno Bergstrom to help with tree cleanup. 2. Added cost estimates from Contractor. FGEC Staff to put in drainage, level and add ¾ " minus rock to parking area, put restroom back together, put stairs in

NOTABLE 2016 PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1ST QUARTER 2016</th>
<th>2ND QUARTER 2016</th>
<th>3RD QUARTER 2016</th>
<th>4TH QUARTER 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submit NRPA Crowd Funding Application</td>
<td>Complete Crowd Funding</td>
<td>Anticipated project completion early 3rd quarter</td>
<td></td>
</tr>
<tr>
<td>Bid Project</td>
<td>Award Contract</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cut Timber</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PARKS DEPARTMENT

PROJECT: Pavilion Roof Repairs
DATE: June 28, 2016
LAST REPORT: June 1, 2016

PURPOSE: Repair and paint or replace Pavilion Roof
BUDGET: $150,000
EXPENDED TO DATE: $0
FUNDING SOURCE: Capital Funds - REET

SUCCESSES: Sent Notice to Proceed. Pre-construction meeting held

OPPORTUNITIES:

REVISIONS

NEXT STEPS: Contract to be signed by BOCC on June 13. Scheduled to begin job in mid July. Work scheduled first week of August.

NEEDED RESOURCES: 1. BOCC signature

NOTABLE 2016 PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1ST QUARTER</th>
<th>2ND QUARTER</th>
<th>3RD QUARTER</th>
<th>4TH QUARTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Call Fields Roofing</td>
<td>2. Complete sealing roof</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Put Bid together - February</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Put out to Bid - March</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
PARKS DEPARTMENT

STATUS REPORT

PROJECT: Air Handlers Replaced in Pavilion

DATE: June 28, 2016

LAST REPORT: May 26, 2016

PURPOSE: Replace the 8 air handlers in the Pavilion

BUDGET: $90,000 in 2015, $45,000 in 2016

EXPENDED TO DATE: 

FUNDING SOURCE: Capital Funding

SUCCESSES: Schedule is set for first week in August, should take approximately 1 week.

OPPORTUNITIES

REVISIONS: Contractor had difficulty purchasing from Trane, so had to go with another brand, which Facilities approved.

NEXT STEPS: Scheduled for first week in August

NEEDED RESOURCES: Facilities to keep on top of this.

NOTABLE 2016 PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1ST QUARTER</th>
<th>2ND QUARTER</th>
<th>3RD QUARTER</th>
<th>4TH QUARTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Complete Contract for 1-4</td>
<td>4. Contract with Contractor for 5&amp;6</td>
<td>Click here to enter text.</td>
<td>Click here to enter text.</td>
</tr>
<tr>
<td>2. Meet with Purchasing for 5-6</td>
<td>5. Schedule 5-6 installation &amp; Install</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Bid 5-6</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PROJECT: Point No Point Restroom
DATE: June 29, 2016
LAST REPORT: May 31, 2016
PURPOSE: Permanent restroom facility for Point No Point Park.
COST: $129,000
FUNDING: Capital
GRANT DEADLINE: N/A

SUCCESSES: When the Point No Point parking lot was designed and constructed in 2013/14, an area was set aside for a future Romtec restroom. BoCC approved Contract for restroom purchase February 4. Engineering plans finalized and submitted to the Department of Community Development (DCD) for review/approval/permits and to Purchasing for Bid.

OPPORTUNITIES: Sealevel Bulkhead Builders was the apparent low-Bid on May 10 and a Notice of Award for $67,786 issued. The Sealevel Contract is tentatively scheduled for BoCC approval July 11. Pre-construction meeting with staff, Contractor and Engineer (Parametrix) June 21.

NEXT STEPS: Start of construction after BoCC approval.

NEEDED RESOURCES: None at this time.

NOTABLE PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1ST QUARTER</th>
<th>2ND QUARTER</th>
<th>3RD QUARTER</th>
<th>4TH QUARTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>BoCC approval of purchase.</td>
<td>Project out to Bid and Contractor selected.</td>
<td>Award of Contract. Start and finish construction.</td>
<td></td>
</tr>
<tr>
<td>Engineering Plans finalized.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PARKS DEPARTMENT

STATUS REPORT

PROJECT: South Kitsap Regional Park – Phase 1C Improvements

DATE: June 29, 2016

LAST REPORT: May 31, 2016

PURPOSE: Expansion of park facilities, including skate park, pedestrian connections, field grading and stormwater improvements.

COST: $655,990

FUNDING: RCO Grants and Capital Funding

GRANT DEADLINE: March 31, 2017

SUCCESSES: Project originally Bid in September, 2015. Bid greatly exceeded Budget. Project re-scoped to eliminate park features. Project went out for re-Bid April 25.

OPPORTUNITIES: Sealevel Bulkhead Builders was the apparent low-Bid on May 12 and a Notice of Award for $379,500 + sales tax has been issued. The Sealevel Contract is tentatively scheduled for BoCC approval July 11.

NEXT STEPS: Start of construction after BoCC approval.

NEEDED RESOURCES: None at this time.

NOTABLE 2016 PROJECT ACCOMPLISHMENT TIMELINE

<table>
<thead>
<tr>
<th>1ST QUARTER</th>
<th>2ND QUARTER</th>
<th>3RD QUARTER</th>
<th>4TH QUARTER</th>
</tr>
</thead>
</table>
PARKS DEPARTMENT

PROJECT: Lower Arena Roof Structure
DATE: 6/28/2016
LAST REPORT: 5/26/2016
PURPOSE: To construct a roof over the Lower Equestrian Arena.
BUDGET: $500,000 Grant
FUNDING SOURCE: Board Family Foundation via Kitsap Community Foundation.
GRANT DEADLINE: 3/15/2016

SUCCESSES: Fill Permit was unexpected, but should be complete this week. Staff arranged for 1200 yards of fill dirt to be on site. Contractor on site to complete drainage changes per DCD. Viking Fence donated fencing and will also install for free.

OPPORTUNITIES: Who will operate this facility, options – WSU, Kitsap County Parks, send out an RFP.

REVISIONS: Permit was unexpectedly needed for fill dirt after first being told it would not be necessary. Cost $2300 ($1,000 paid by donations from 4H, $1300 interfunded to Parks).

NEXT STEPS: Fill Dirt and grading to begin as soon as DCD provides permit. MOU with WSU for 4H operating arena or RFP if they choose not to do this. Signage. Plantings. Move bleachers into arena. 7. Ribbon Cutting Ceremony.

NEEDED RESOURCES: DCD to permit fill dirt. WSU to agree to draft MOU or RFP to be put out. Parks staff to address runoff situation. Contractor bring in 1200 yards of fill dirt. Staff level arena Viking Fence put in fencing. Landscaping.

<table>
<thead>
<tr>
<th>1st Quarter 2016</th>
<th>2nd Quarter 2016</th>
<th>3rd Quarter 2016</th>
<th>4th Quarter 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof Completed</td>
<td>WSU to sign MOU. New road graded. Arena widened. Practice arena retired Storage building built by 4H. Bleachers moved. Fence put up. Address runoff.</td>
<td>Open Ribbon Cutting Ceremony set for August 26 at 9am</td>
<td></td>
</tr>
</tbody>
</table>
## KITSAP COUNTY PARK INVENTORY

### HERITAGE PARKS
- Banner Forest: 636
- Coulter Creek: 1,195
- Illahee Preserve: 462
- Newberry Hill: 1,083
- North Kitsap: 799
- Port Gamble: 453

**Total Acreage - Heritage Parks**: 4,628

### REGIONAL PARKS
- Anderson Point: 66
- Buck Lake Park: 155
- Fairgrounds Complex, Gordon Field: 130
- Horseshoe Lake Park: 39
- Island Lake Park: 23
- Long Lake Park: 27
- Point No Point Park & Lighthouse: 61
- Rolling Hills Golf Course: 104
- Salsbury Point Park: 7
- South Kitsap Regional Park: 209
- Veterans Memorial Park: 48
- Wildcat Lake: 11

**Total Acreage - Regional Parks**: 880

### COMMUNITY PARKS
- A Quiet Place Park: 9
- Anderson Hill Athletic Fields: 19
- Anna Smith Park: 7
- Arness Roadside Park: 1
- Harper Park: 47
- Kingston Skate Park: 1
- Kola Kole Park: 3
- Norwegian Point Park: 6
- Olalla Beach: 14
- Old Mill Site: 7
- Silverdale Rotary Gateway Park: 12
- Silverdale Waterfront: 2
- Village Greens Golf Course: 46

**Total Acreage - Community Parks**: 174

### NATURAL RESOURCE AREAS
- Anderson Landing Preserve: 82
- Barker Creek: 44
- Carpenter Lake, Carpenter Creek: 67
- Erlands Point Preserve: 30
- Guilemott Cove Reserve: 184
- Hansville Greenway: 264
- Howe Farm: 83
- Indianola - Bloedel: 81
- Kingston Nike Site: 10
- Kingston Saltmarsh: 14
- Laughlin Cove: 20
- Nick's Lagoon: 35
- Pilot Point: 35
- Schold Farm - Clear Creek: 69
- Silverdale Wetlands - Clear Creek: 15
- Sinclair Inlet Wildlife Area: 18
- Stavis Estuary: 11
- Waterman Point Wetlands, Tidelands: 2
- Wicks Lake: 157
- Wynn-Jones Park: 55

**Total Acreage - Natural Resource Areas**: 1,276

### PARTNERSHIP PROPERTIES
- Bandix Dog Park: 30
- Calvinwood: 118
- Chico Creek Estuay: 3
- Chief Chico Salmon: 5
- Indianola Greenways: 4
- Indianola Tennis Court: 0
- Keyport Saltwater Park: 2
- Navy Yard City Open Space: 24
- Port Orchard Rotary Fields: 12
- Ridgetop Park #1: 5
- Ridgetop Park #2: 4
- Rude Road Sites: 203
- Snyder Park: 17
- South Kitsap Little League Field: 2
- Southworth Open Space: 2
- Suquamish - Angeline: 0
- Suquamish - Pathway: 1
- Suquamish Nature Preserve: 6
- Suquamish Sports Court: 1
- Tracyton County Property: 6
- View Point Park: 2

**Total Acreage - Partnership Properties**: 447

**Total Park Acreage**: 7,405

**Total Park Sites**: 72
Community Forestry Program Update

July 2016

Restoration Thinning

Field work continues in preparation for restoration thinning operations at both Port Gamble Forest Heritage and North Kitsap Heritage Parks.

Restoration thinning planned for 2016 will start in early August at Port Gamble Forest Heritage Park; and finish with a second restoration project at North Kitsap Heritage Park expected to be completed in the first quarter of 2017.

Forest Stewardship Planning

Forest inventory and wetland/stream data collection is underway at Coulter Creek Heritage Park. This information will inform the restoration prescriptions, a core element of the forest stewardship plan and master plan for the park.

Urban Forestry Restoration Grant

An application for 2016/2017 Urban Forestry Restoration Grant was submitted. If accepted, work would occur between October and December 2016.

Community Forestry Program Projects

<table>
<thead>
<tr>
<th>Project List</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Park Wildfire Protection Planning</td>
<td>September 2015 through December 2016</td>
</tr>
<tr>
<td>Port Gamble Forest Heritage Park - Forest Stewardship Planning</td>
<td>September 2015 through June 2016</td>
</tr>
<tr>
<td>2016 Restoration Thinning</td>
<td>November 2015 through June 2016</td>
</tr>
<tr>
<td>Relocation of Oysters @ Port Gamble Forest Heritage Park</td>
<td>April 2016</td>
</tr>
<tr>
<td>Restoration Thinning @ Port Gamble Forest Heritage Park</td>
<td>August 2016 through October 2016</td>
</tr>
<tr>
<td>Restoration Thinning @ North Kitsap Heritage Park</td>
<td>October 2016 through March 2017</td>
</tr>
<tr>
<td>Coulter Creek Heritage Park – Forest Stewardship Planning</td>
<td>May 2016 through December 2016</td>
</tr>
<tr>
<td>Banner Forest Heritage Park – Forest Stewardship Planning</td>
<td>May 2016 through December 2016</td>
</tr>
<tr>
<td>Urban Forestry Restoration Program Projects</td>
<td>January through April 2016</td>
</tr>
<tr>
<td>Park Steward Training/Education</td>
<td>September 2015 through March 2016</td>
</tr>
<tr>
<td>Restoration Tree Planting</td>
<td>January through March 2017</td>
</tr>
</tbody>
</table>

July 18, 2016
A. Facilities/Grounds
   a. Eagle Scout Projects – 2 in progress, 1 starting soon
   b. Turf Management program - aerating, seeding and top dressing was done this month per the 2015 consultant’s plan.

2. Grants
   a. Board Family Foundation Grant - Lower Arena Roof
      1. Drainage – permit finalized
      2. Fill Dirt SEPA Permit comment period complete, need to wait until August 3 to allow for any appeals to be made before we can continue
      3. Volunteers ready and fill dirt as well as sand layer material has been found to finish this project when given the go ahead
      4. Signs are up except on the road side, which has been ordered
      5. Plants have been chosen but not yet purchased
      6. Ribbon cutting put off until project is complete

   b. PFD Funding
      i. Phase One - Lobe Field Improvements.
         1. Contract for change orders has been completed
         2. Staff working to schedule contractor for change order repairs

   c. Department of Agriculture Health & Safety Grant
      i. Paving is complete and done well – more than the requested square footage for the same dollar amount
      ii. Hoods have been delivered. Staff working with Fire Suppression system company to install and put in the suppression system.

B. Rental/Events
b. Upcoming Events include: **July after board meeting** – Little League Big League (16-18 year olds) District Tournament continues, Volleyball, Private Wedding, Night of Miracles, Destruction Derby. **August Events** – Dahlia Show, Kitsap County Fair & Stampede.

C. Staffing/Training
   a. Golf Shop Attendant was hired to replace retired staff person, started July 11
   b. All Fairgrounds and most of the office staff attended Active Shooter training

D. Marketing
   1. Kitsap Sun attended the Parks Management meeting and offered options for using the additional ad dollar amount, will present something in writing
   2. Multiple ads continue to be placed in Kitsap Sun newspapers included:
      a. Vandalism campaign
      b. Facility rentals
      c. Next Big Thing (Fairgrounds & Events Center)
      d. Village Greens Golf Course
      e. Village Greens Golf Course
   3. Websites were updated for Parks ([www.kitsapgov.com/parks](http://www.kitsapgov.com/parks)) and Village Greens ([www.Villagegreensgolfcourse.com](http://www.Villagegreensgolfcourse.com))
   4. Facebook page was updated. Look for Kitsap County Parks and like it.
   5. County Sharepoint Intranet has been updated.
   6. Events placed on [www.kitsapgov.com](http://www.kitsapgov.com) on the county calendar
   7. Events posted to Govdelivery – county mass e-mail list.
   8. Events posted to County Bulletin Board for staff.

E. Reservation Process -
   a. Lean Process – Process improvement is going well, staff have:
      a. Submitted 6 documents to the director for approval
      b. Cross training continues
      c. Online application is ready for beta testing

F. Village Greens Golf Shop
   a. Trevor Hosford hired to replace Gloria Long who retired
   b. First Tee started summer session on June 27.
   c. 40 men signed up on league interest sheet, staff meeting with golf instructor to set this up, women and youth league sheets have some interest but not enough to put into a league yet

G. E-Tix Program
   a. Destruction Derby events have all gone well
   b. Hired 3 ticket sellers, may need additional ones
   c. Staff working on Fair tickets
H. Work Parties
   a. Volunteer Mark Boardman has been working with Navy volunteers preparing for the Fair –
      Campground clearing, barn repairs, Lower practice arena fencing, and with staff chipping
      brush and limbs
   b. Volunteer David Grant has made some rotten wood repairs at Kitsap Kids Playground
   c. Volunteer Cliff Hanson volunteers three days a week assisting Fairgrounds maintenance
      with a variety of tasks
   d. Mission Creek Crew situation – Staff to attend training with the DOC and the KC Risk
      Manager. Estimate crews can begin again in September.

I. Vandalism/Theft
   a. Fence near Swine Barn was knocked over (possibly hit by vehicle) – posts and rails need to
      be replaced

J. Capital Projects 2016
   a. 1st Quarter
      a. HVAC units in the Pavilion – Contractor has scheduled this for the week of August
         8.
      b. Hood - Presidents’ Hall Kitchen type 1 hood – Hood has been delivered. Staff are
         working to schedule install.
   b. 2nd Quarter
      a. Tennis Courts Improvements –
         1. Contractor has begun repairing cracks
         2. Change order submitted and is in contract process – this includes a different
            material to fill cracks, repairing cracks at fence posts, and re-seating/replacing 3 net posts.
      b. Lobe Fields PA System upgrade – Moved this to the Fall. Contractor is able to do
         both Lobe Fields and Gordon Fields upgrades within the budget.
   c. 3rd Quarter
      a. Pavilion Roof Repair & Painting – Contractor started this week on pressure
         washing. Should be completed by mid August.
   d. 4th Quarter
      a. Concession Upgrade (New Press Box) – Staff has determined the least expensive
         option will be go go with the raised shed, getting bids on these options.
      b. Storage Building – Bid complete, contract in process.
Central Parks

**Anderson Hill Athletic Fields**
Staff working on new wording and signs for this facility as present rule signs conflict with site use. Staff working on new handicap parking and user parking requirements. Tree removal along the fields still a work in progress. This will increase air flow and more sunlight onto the fields, thus allowing the fields dry out, and increase play on the fields.

**Anna Smith Park**
Members off the U.S.S. Nimitz adopted the park and are conducted general park cleanup.

**Ilwaco Preserve**
Mobile demolition completed.

**SWF Park**
Parks staff to install new park lighting – bollard style – electrician scheduling the installation.

**Silverdale Community Center**
Abatement contract/work underway. IFB for demolition posting to go out on the street March 16th, and job walk set for March 23rd. Closing bids set for March 31st. Demolition started June 7th.

**Guillemot Cove**
Parks staff looking into the demolishing of the old Nest House, and the removal of the contents from the Nest house and the Barn. Also, researching funding sources to maintain and repair the (7) culverts and various ditches on the main service road.

**Wildcat Lake Park**
Parks staff working with local companies towards prices and cost towards the piling removal in swimming area.

**Anderson Landing**
- Volunteers completed a split rail fence to keep visitors away from the edge of the cliff on a popular overlook trail.

**Newberry Hill Heritage Park**
- Stewards replaced and installed culverts in various areas throughout the park.
- Stewards rerouted a non-sustainable section of Coyote Loop Trail.
- Stewards and volunteers fenced off two vacated haul roads to discourage people from using them as trails, but maintaining them for maintenance/emergency access.
• Stewards are working with WDFW to provide root wads, from storm blown down trees, for fish habitat in Little Anderson and Big Beef creeks.

Guillemot Cove
• Stewards are relocating the boardwalk from the Stump House Trail to the Beach Trail.

Chico Salmon Park
• Stewards are working with staff and the Suquamish Tribe to rename the Time Oil property.
• Stewards and volunteers are continuing their work on removing non-native, invasive vegetation.

North Parks

Kingston Community Center
We are officially closed. Coffee Oasis takes over the building June 30th.

Kola Kole Park
Parks staff maintaining all of this park. Possible Park volunteers to re-roof the old storage building. Scout to install a split rail fencing along the field, a park KIOSK and make needed repairs to the 3 benches inside the play area.

Kingston Skate Park
• Volunteers are planning a painting party for the skate park. It is scheduled for July 9th.

A Quiet Place
• Volunteers are busy trimming back trails and trying to stay ahead of the spring growth.

Arness Roadside Park
• Volunteers are planning a large clean-up for the 5th of July with parks staff.

North Kitsap Heritage Park
• Volunteers have been mowing and trimming trails to keep them open during the spring growing season.
• Volunteers will clean out culverts as a National Day of Caring Project on June 24th.

Norwegian Point Park
Well house, power pole and electrical improvements. Future park master planning process.

• Volunteers have reinforced the back of the boathouse to protect from water intrusion into the building. The next step will be painting portions of the building.
South Parks

Horseshoe Lake Park
Parks staff working with local companies towards prices and cost towards the piling removal in swimming area.

Anderson Point Park
Staff still working the trail and ditches, clearing and removing trees. The lower trail washout area is being evaluated for repairs in 2016. Under review with WDFW and the tribe.

Olalla Boat Launch
Patrons from Al’s store across from the launch, have started using the park parking lot for store use. Beach and park bon fires continue to be a problem. Parks staff working with local and state agencies towards boat, trailer and derelict vessel removal at the site.

Rotary Park
Parks staff to remove trees in various locations in the park and install a drainage ditch along field #1 to improve field play. Parks staff looking to improve to allow for more use on these fields, with local youth soccer for fall use and little league play in summer.

Harper Park
Parks staff working with county purchasing department and park volunteers, on the salvaging/surplusing of the old metal bridge.

Howe Farm
- Volunteers will be doing a clean-up project at the farm and dog park on the National Day of Caring on June 24th.
- Veterans are working with the farm stewardship group to develop a Victory Garden at the park. This garden will be adjacent to the Youth Garden which is maintained by the Kitsap County Alternative to Detention youth group.

SKRP
Parks staff continues to work with KCSO, to deter illicit activities at the park. Increased presence of KCSO. Community volunteers conducting weekly cleanups at the park. Parks staff closed/locked interior gate at Lund Ave entrance.

Siding removal from field #2 and #3 slated, and the installation of chain link for replacement. The installation of the irrigation weather station component slated for installation.

Veterans Park
The removal of dead trees along the frontage of the park ongoing with the WCC and parks staff. KCSO and Port Orchard Police working with parks staff on homelessness/camps in the woods.
Point No Point Lighthouse Park
Resetting of the split rail fencing near the wetlands. Working on a press release with local fire agencies towards the NO BEACH FIRES allowed, due to more recent beach fires.

- Constance Blackburn, from KCTV is working with Point No Point Docents to record a video of one of our docents, in character and costume as Miss Maggie, doing a living history tour of the Point No Point Light Station. This will air on BKAT soon.
- Volunteers completed the ADA access ramp to the wildlife viewing platform.
- Audubon Society volunteers are working with staff to develop an IBA (Important Birding Area) interpretive sign for the park. Kitsap Audubon Society is paying for the manufacture of the sign.
- Volunteers will be working on the stairs on the trail leading to the upper portion of the park on the National Day of Caring on June 24th.

Buck Lake Park
Parks staff working with WDFW and KC Noxious Weed Coordinator, on lake weed removal to restore swimming area.
Parks staff working with local companies towards prices and cost towards the piling removal in swimming area.

Hansville Greenway
- Volunteers are very busy trying to stay ahead of the spring growth that keeps threatening to close off trail access.
- The new Starbucks store at the corner of Miller Bay Rd and Hwy 104 have adopted the Hansville Greenway and have been helping clear trails.

Salsbury Point Park
Kitsap P.U.D. installing water to the park. KC Parks to keep well for irrigation purposes.
Parks staff working with contractor on floating dock repairs.

Island Lake Park
Central Kitsap School District students performing various maintenance tasks, while completing credits for school. Program runs from 5-3 to 6-18-2016.

Island Lake
- The Interactive Club from CKHS (working with the Silverdale Rotary Club) will be cleaning up the Sept. 11th memorial site at Island Lake Park.
- Volunteers will be cleaning up the beach area in preparation for the Kids Fishing event. Prep work will be done on Friday and event will be on Saturday.
South Kitsap Regional Park
- Volunteers will be painting portions of the skate park.

Banner Forest
- Volunteers are continually working to trim back trails.
- Volunteers are continuing to work on the turnpike at the bottom of Croaking Frog trail. This project should be completed with the National Day of Caring work party on June 24th.
- Volunteers are beginning to work with Amo on a Forest Stewardship Plan.

Olalla Boat Launch
Park parking lot being used a business parking lot for Al’s store across from the park.

Updates –
- Posting for the last (2) new FTE position in the parks. Interviews set for the 14th and the 15th of June.
- Parks staffs are working with the Kitsap Audubon Society on interpretive signs at Point No Point Lighthouse Park.
- Parks staff is conducting a Chain Saw Safety class for volunteers.
- Parks staff training: NPDES/IPM and Situational Awareness with KC Risk Management.
- Parks staff training: Active Shooter Training in the fall.
- Staff is coordinating 5 projects for the National Day of Caring.
- Staff is coordinating with local high schools and Olympic College to staff the Fair Information booth.
Parks and Recreation Advisory Board – July 2016

Parks Planning Report

Steven Starlund | Ric Catron

PORT GAMBLE FOREST HERITAGE PARK – Stewardship | Trails

Clean-up Project: Piling and old wharf removal is scheduled to be removed beginning Jul 17. Shoreline trail to the beach is posted temporarily closed for visitors’ safety.

Trailhead notice signs along highway 104 have been approved by DOT and will be installed by July 27.

New trail construction and parking lot improvements are scheduled in August with volunteer and financial support from REI, Evergreen Mountain Bike Alliance, North Kitsap Trail Association, and Great Peninsula Conservancy.

Stewardship Days
Port Gamble Trails – Save the Date!

Boardwalk Improvement – August 13
Help is needed to move construction materials to the Beaver Pond Trail boardwalk in Port Gamble Forest Heritage Park. This is the first step in upgrading the boardwalk crossing of Ludine-DeCoteau Creek. Enjoy a BBQ picnic, 9 am – 1 pm.

Beach Access Trail Improvement – August 27
Join us at Port Gamble Forest Heritage Park to upgrade and repair the trail to the newly restored beach. We’ll also install rail fencing at the Shoreline parking area. Enjoy a BBQ picnic, 9 am – 1 pm.

Thank you to our Stewardship Day partners: Kitsap Forest & Bay Coalition, Kitsap County Parks, and REI

Pt. No Pt. /Norwegian Pt.

Construction fencing has gone up for the construction of the Romtec restrooms. Board of Commissioners approved the contract July 11. Delivery of restroom kit is scheduled for the week of July 18. Anticipated construction start is Aug. 13 and completed in 30 working days.

State Salmon Recovery Fund Technical Advisory Group and the Wild Fish Conservancy met to discuss possible funding of a strategic plan to restore a natural channel for Finn Creek to the Sound, at Norwegian Pt.
Historic Howe Farm Barn

Restoration & Farm-Park Planning: 1920's Barn restoration is 90% complete. Additional work completed including floor support for 1946 Barn, roof gutters and drain-rock around the foundation cleaning and "white-washing" the 1946 barn siding.

A New Look for an Historic Farm architecture

Inside hay loft

Heritage Barn Restoration Project Tour Invitation

We want to invite you to a special tour of our newly restored historic family farm barns -- 1920's and 1946 Historic Register Barns. Learn about the challenges of re-construction, creative design and wood treatments, enjoy a first-hand inside look at large-scale barn architecture.

When: Wednesday, July 27, 6:00pm – 7:00pm

Location: Howe Farm Park, [Long Lake Rd at Mile Hi, Port Orchard]
KITSAP COUNTY PARKS

South Kitsap Regional Park
Park Phase 1-C Expansion: Sealevel Builders was awarded the bid for park improvements and skate park additions. Contract approval by BoCC on July 11. Parks is working with RCO for the adjustment of our grant scope of work that had to be adjusted to lower construction bid costs.

Playground Project: Staff is considering an advanced playground equipment that would add to the existing facility on the north portion of the park.

North Kitsap Heritage Park
Travel Corridor Project: Public Works has planned and funded a 10 ft. wide paved, gravel shoulder, shared-use paved travel route through the park. The travel corridor is designed to accommodate multiple modes of pedestrian, horse and ADA use with small grade adjustments. Public Works is reaching out to NKRP Stewards to discuss the project, impacts and design considerations.

Planning Manual: Sign Planning, Design and Approval Process:

Over the years many sign designs and placements have evolved to fit a park management and visitor need. In the ongoing development of a Parks Planning Manual, we have initiated a Sign Planning, Design and Approval Process to promote sign standards, and Parks Team review and approvals.

Every permanent sign in our parks, whether it is related to planning, operations, site management, visitor rules, or interpretive information, is important to the function and quality of our parks. Every sign’s design, wording and placement can affect the Park visitor’s experience, enjoyment and safety. Formal Sign Requests provide for Parks’ Team review and approval, and consideration of many factors, including; the impact on the site and aesthetic quality, visibility, durable/cost effective materials, consistency with other parks, recognition of County ownership/management, and the quality of the design, message, and images, all which define a Park’s standard. To best develop a consistent quality and effectiveness of our signs, a sign request, review and approval process is required. Signs include: entrance, interpretive, trail posts, posters, kiosks, warnings, directional, planning, posted maps, informational bulletins, etc.
YOU’RE INVITED

Please join us to tour the newly restored McPherson & Howe Family Farm Barns – a 1920 vintage and a 1946 Historic Register barn.

Heritage Barn Restoration Project Tour
Wednesday, July 27, 6.00pm – 7.00pm
Howe Farm Park
Long Lake Rd at Mile Hill, Port Orchard

Learn about the challenges of re-construction, creative design and wood treatments, and enjoy a look inside this barn architecture with insights by the restoration contractor, park staff and volunteer park stewards.

Before

After Restoration

KITSAP COUNTY PARKS

County Commissioner
Charlotte Garrido

County Parks Director
Jim Dunwiddie

For more Information Contact Park Planning staff: Steven Starlund or Ric Catron, 360-337-5350
Doo Your Dooty!
Scoop That Poop!

Dog poops in park, dog poop doesn't go away.
Poop washes into streams and seeps into ground water.
Dog Poop is the #3 Cause of Water Pollution.

2 days of poop from 100 dogs ...
can contribute enough bacteria to close a bay & all watershed areas within 20 miles to swimming & shell-fishing.

Dog poop isn't fertilizer - it actually damages grass.
Poop doesn't just spread through water. It is also spread by insects, grass care, soil transfer, and people.

Dog poop has E coli, Giardia, Salmonella, and Coccidiosis.

23 Million Coliform Bacteria are in 1 gram of Dog Poop. EPA classifies dog poop in the same category as OIL SPILLS.

Bacteria goes into water where animals drink, fish live, and people swim.

Unlike other types of waste, dog poop carries pathogens that can directly make humans sick.

Wastewater treatment plants cannot filter this bacterium out of the water.

Our natural ecosystem can handle some dog poop - but not in the concentrated amounts present in our parks.

Dog poop impacts humans!

Be Responsible!
Scoop That Poop!

You can help keep Kitsap County Parks clean.
Volunteer and visit Kitsap County Parks on Facebook and the Web.

http://www.kitsapgov.com/parks/

KITSAP COUNTY
Parks Department

Sources: EPA, National Resources Defense Council, Keep It Clean Partnership, Partners for Animal Welfare,
cdc.gov/foodsafety/facts.html#howcontamination
Late May, June, July NHHP Stewardship Report

Late May

Proceeds from restorative forestry were used to make capital improvement to the park. 16-20’ culverts were purchased and an excavator rented for a month. Labor was provided by stewards, with a special nod to Colen Corey. Culvert replacement began in late May. Stewards in cooperation with Arno Bergstrom replaced all culverts (except 13) on Old Loop Parkway to comply with Forests and Fish Law of Washington State. Two additional culverts were added one at Rhodie Hill and Old Loop Parkway Intersection and one on the new section of Old Loop Parkway. New culverts are 18 inch in diameter and replace many corrugated metal pipes that were undersized, plugged and rotted.

A falling section of an old logging road, being used as Coyote Trail, was closed and the trail rerouted to prevent erosion and siltation of the Little Anderson Creek headwaters. The logging road was on a “fall line” and had been depositing silt at the lowest point for many decades. Stewards (Tom Coleman and Joanne Corey) trained in trail siting flagged descending turns for the new route and the excavator was used to rough in the new trail.

Large woody debris was staged with the excavator adjacent to Old Timber Parkway for use by the Hood Canal Salmon Enhancement Group in Big Beef Creek restoration projects. Windfalls from the March windstorm were cut about 20 feet above the root wads when they were removed from the parkway.

Stewards and the forester have greatly improved the health of the parks forest and the watersheds as well as improving recreational opportunities for park patrons.
Signs were placed on two Dori Fences to discourage use of dead end spur roads behind them. These areas are used for maintenance of forest health, scientific studies and contractor access. These two roads are not trails and use is discouraged to reduce wildlife habitat fragmentation.

Scotch Broom removal continues along the new parkway and Old Timber Parkway and throughout the park.

The west side firebreaks have been mowed now that flowers have gone to seed. Old Loop Parkway and the Fire Trail right of way were completed by stewards and interns with the DR mower purchased with brush picking proceeds.

Special thanks to new stream steward Karl Erickson for fabricating the guardrail posts for the boardwalk project on Little Anderson Creek. The cedar posts were made from windfall donated by Jon Pearson. North Kitsap Heritage Park Steward Paul Larson used his sawmill to cut the logs into 4x4 posts and Karl dadoed, beveled and pre-drilled them for quick installation in the field.

All removed CMP culverts were unplugged and taken to the Laydown Yard for storage until the price of scrap metal goes back up. The culverts have been stacked with car bodies and other metal debris gathered from around the park.
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<td>Kathryn Thompson</td>
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<td>Elizabeth Grady</td>
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<td>Thursday, August 25</td>
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