

**APPROVED**  
**JANUARY 18, 2017**

Kitsap County Parks Advisory Board  
Long Lake Community Room, Port Orchard  
Minutes November 16, 2016

Meeting called to order by Chair Ani Gatz at 6:10 PM.

Introduction of the Board: Kathryn Thompson, Joanne Clark, Frank Stricklin, Elizabeth Grady, Jon Pearson, Brian Kilpatrick, Larry Walker and Ani Gatz.

Staff: Jim Dunwiddie, Billie Schmidt, Leigh Snyder

Members of the Public: 30

**Approval of the September 21, 2016 Minutes**

<p><b>Motion:</b> Larry Walker      <b>Second:</b> Kathryn Thompson Motion to accept the September 21, 2016 minutes as presented. Discussion: None <b>Action:</b> Motion approved by unanimous vote</p>
---

**Correspondence & Communication:** none

**Public Comment:**

Eric Delacourt one of the coaches of the SK Rowing program requested to work with the Parks Department to move their rowing practice to Long Lake Park as the lake is ideal for this type of activity. They typically practice M-F after school and an occasional early Saturday morning. Director Dunwiddie suggested that they write up a proposal and submit to the Parks Resources Superintendent Dori Leckner – Parks will work with the group. They will need to provide insurance and a safety plan.

Jim Heyveldt – thanked Dori and staff for providing picnic tables for Harper Park. They got used by families and groups of teachers with preschoolers. The Harper Estuary restoration work continues with salmon spotted going up to spawn where the culvert has been replaced. Hoping for a positive news on December 8<sup>th</sup> of the possible award of grant funding for the bridge project.

Andrew Ryan – Kitsap Derby Brats- requested consideration of rate or facility use for teams practice and events moving forward. Subcommittee will review the request and make a recommendation. Director Dunwiddie indicated willingness to work with the group on facility use.

**Directors Report:**

Permit filed for SKEP to address all root rot areas. DCD is handling permit as the park is located in an urban area. A FPA may be required. Met with WDFW representatives to discuss shellfish harvest management strategies at Anderson Landing and Guillemot Cove for the tidelands? Preliminary thought is to have the recreational harvesting season be year round. (SEE FULL REPORT ATTACHED).

**Operations Superintendent Report:**

The CK Reporter has named Kitsap Kids Playground “Best in the County”. Requested volunteers from the PRAB to test drive the online reservation process December 5, 2016 and provide

feedback. Both Joanne Clark and Larry Walker volunteered to assist. (SEE FULL REPORT ATTACHED).

**Subcommittee Reports:**

NHHP – CKD Weed Warriors are back. The group is leaning how to pull scotch broom and assisting in planting trees. Mapping the South wetlands. GPS coordinates uploaded to Parks GIS system which will assist in keeping patrons out of delicate wetlands.

Banner Forest – Work party had lots of volunteers out trimming and clearing trails. Group is working on management and work plans for 2017.

NKHP – Volunteer activity cleaning up storm damage. Working to update the master plan.

PGHFP-work on the bridge over the beaver pond is a work in process. Raised \$7,500 from Biketober Fest. A video presentation is being worked up to assist in the campaign to purchase the additional parcel from Pope. \$700,000 raised thus far.

Community Forestry – No report.

**Old Business:**

**Tabled Motion: Recommendation to extend the Forest Stewardship Pilot Program through 2018**

**Discussion:** Elizabeth Grady voiced concerns over the spraying of invasive weeds in relating to the health of the forest. She is also concerned with the thinning process. Frank Stricklin spoke in favor of the current invasive weed program they have implemented at NHHP and Brian Kilpatrick advised that he feels the stewardship groups are holding the program to the highest standard. Larry Walker agreed.

**Motion:** Kathryn Thompson moved to close the discussion      **Second:**Larry Walker

**Motion:** Brian Kilpatrick      **Second: Joanne Clark** to vote on the tabled motion

**Action:** Motion passed -7 votes for and 1 vote opposed

Communication Plan – Ani Gatz made a presentation from the communication plan. Their goal is to educate the public, build civil pride, to spread the word about projects, programs, solutions and to share knowledge. She would like the PRAB to consider a retreat in January after the PRAB reappointments are affirmed by the BoCC.

Park Watch App – we are trying to obtain permission from the owner to test this app for 30 days prior to purchase. Jim Dunwiddie would like the NHHP stewardship group to beta test if permission is granted.

**New Business:**

Ani Gatz announced a nominating committee consisting of Joanne Clark and Frank Stricklin who will choose candidates for Chair & Vice-Chair.

Motion:

**Motion by:** Joanne Clark      **Second:** Frank Stricklin

Motion to approve the 2017 meeting schedule as presented.

Discussion: None

Action: Motion approved

Brian Kilpatrick thanked the PRAB and spoke about how he enjoyed his time with the PRAB and that he learned a lot. This is his last meeting.

Meeting adjourned at 7:57PM

# Director's Monthly Report

November 2016

## Tideland Management

As previously reported, staff met with WDFW representatives to discuss shellfish harvest management strategies at Anderson Landing and Guillemot Cove tidelands. During 2016, there was an arrangement with WDFW's Fish Program, Fish Management Division to manage and enforce shellfish harvesting at Port Gamble Forest Heritage Park. Both agencies agreed to an Interagency Agreement to include Port Gamble Forest Heritage Park, Guillemot Cove, and Anderson Landing for 2017.

WDFW collaborates with the tribes on developing annual harvest agreements for public tidelands. The Point No Point Treaty tribes have an interest in harvesting these beaches for commercial purposes. The "active management tidelands" designation requires co-managers to establish conservation based harvest rates on the resource and annual harvest shares for the treaty and non-treaty fisheries.

Usually, harvest shares are based on a 50-50 sharing objective for treaty and recreational fisheries. All clam and oyster harvest shares are derived from population surveys. The frequency of oyster population surveys is determined as part of the state and tribal agreement for the region, and varies from annually to once every 5 years. The Anderson Landing and Guillemot Cove sites have been surveyed for the 2017 season.

WDFW will continue working with Kitsap County Park staff in designing the recreational harvest season as consideration is given to natural site limitations, use restrictions, parking, access, predicted peak recreational use, and Department of Health restrictions. Preliminary thought is to have the recreational harvesting season be year round.

## Public Hearings – Budget Approvals

- 6 Year Capital Facilities Plan (2017-2022) – November 14, County Admin Bldg., 5:30pm
- 2017 Operating Budget – December 5, County Admin Bldg., 5:30pm

## Gorst/Sinclair Inlet Warehouse

Boundary Lines are being drawn to separate the recently designated as surplus parcel from the grant funded lands.

## PRAB By Law Revision

The resolution adjusting the size of the Parks & Recreation Advisory Board is scheduled for County Commissioner adoption on December 5. The change will be effective January 1, 2017.

## Rolling Hills Golf Course Oversight Committee

The RHGC Oversight Committee held its' Annual Meeting on October 20<sup>th</sup>. The Management Team meet the annual conditions as stated in the County's Purchase/Sale Agreement.

# Operations Report

November 2016

## Facilities/Grounds

- Eagle Scout Projects – 1 in progress
- Staff replacing lost shingles on Parks office Roof
- Lobe Field #1 sod placed to refine turf edge
- Pavilion and Presidents' Hall leaks being repaired by Contractor

## Grants

### Boand Family Foundation Grant – Lower Arena Roof

- Completion of Health District requirements for final inspection – cap septic legs to drain field, installation of tank risers and high water alarm systems, installed.
- Electrician to hood up alarm system first week of November.
- Contractor setting up final inspection and occupancy permit.
- Viking Fence to provide fencing.

### PFD Funding – Lobe Field Improvements

- Umpire Dressing room – flooring to be finished by staff
- Change orders – Contractor is scheduling fencing changes with Viking Fence

### Department of Agriculture Health & Safety Grant

- Project complete. Staff working on final report and billing.

## Rental/Events (Economic Development)

- Events held included: **October** –Polynesian Holiday Bazaar, Miss Kitsap Fair & Stampede Pageant, Mushroom Show, Halloween Fun Run, Haunted Fairgrounds (5), Cross Country Run. **November** –OVAC, Veteran's Day Celebration, District 10 AA Gratitude Banquet, Kitsap County Employee Benefit Fair, Holiday Gift & Food Fair, Festival of Gems, Falcon Gun & Knife Show.

## Staffing/Training

- Safety Fair Offered to all Employees.
- 1 Staff attended WRPA Fall Summit Training
- 1 staff to attend Change Management Training in December

# Operations Report

## November 2016

### Reservation Process

- A computer kiosk is provided to submit facility rental application
- 6 documents being approved/revised by director
- Anticipate Soft implementation by December 1

### Village Greens Golf Shop

- First Tee Fall season concluded October 22, staff met with representative to evaluate the program.
- Golf instructor and staff met to evaluate the 2016 season.
- Staff contacted PGA golf professional to assess merchandise and his future role.
- Last day of golf for the season is November 20<sup>th</sup>.

### E-Tix Program

- Fall ticketing went well.
- Two ticketed events scheduled in December (Olympic Duals and Hammerhead Wrestling tournaments)

### Vandalism/Theft

- The Presidents' Hall was tagged by spray pain in three places.
- Vandals drove in circles on the lower bowl parking area – tearing up grass.

### Capital Projects 2016

- HVAC units in the Pavilion – Contractor continues trouble shooting one unit. Facilities Contractor to set up training for staff in January for system programming instruction.
- Tennis Courts Improvements – Contract given 10 day notice to complete job.
- Lobe Fields PA System upgrade – to be installed after Press Box is placed.
- Pavilion Roof Repair & Painting –Contract to repair leaks before completing the sealing and painting.
- Concession Upgrade (new press box on Lobe #1) – Two options being investigated
- Storage Building for Presidents' Hall – Waiting for permit approval. Construction is anticipated to take four weeks.

# KITSAP COUNTY PARKS DEPARTMENT

## Parks Resource Division Monthly Report November 2016

### **Central Parks**

#### Anderson Hill Athletic Fields

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 allow for increased play.

#### Anna Smith Park

Members off the Bremerton Naval Hospital adopted the park and will be conducting general park cleanup and removing English ivy.

#### Silverdale Waterfront Park

Staff to install new bollard style lighting. Gazebo to be re-roofed this fall by staff.

#### Guillemot Cove

Staff looking into demolishing the old Nest House. Researching funding sources to maintain and repair the (7) culverts and various ditches on the main service road. Staff assessing the overall condition of the beach house.

#### Wildcat Lake Park

Staff working with local companies to determine cost in removing the piling(s) in the swimming area.

Parks staff to re-roof the restroom building and well house in spring 2017.

#### Old Mill Park

Staff to work with volunteers to rehab the front Park entrance with new landscaping. Slated to be completed in spring 2017.

### **North Parks**

#### Kola Kole Park

Staff continues to maintain. Fall turf maintenance has been completed by staff. Storage building re-roofing slated for this fall. Upstairs window work to be completed. Pre-school building upper level completed by staff this fall.

#### Point No Point Lighthouse Park

Staff in partnership with Public Works staffing, removed vegetation and spoils from the parks wetlands and surrounding ditches, to improve water flow in the park wetlands.

#### Buck Lake Park

Staff working with DNR, WDFW and KC Noxious Weed Coordinator, on lake weed removal to restore swimming area.

Staff determining the cost of piling removal in swimming area.

Staff will be removing several components in both playgrounds over the next several months. Improvements to the swings is completed.

#### Salsbury Point Park

Staff to re-roofed the lower well house. Landscaping to be added in flower beds around the restroom. Floating dock was removed for the season. Public Works staff completed ADA asphalt repairs to the parking spaces and surrounding parking lot.

### **South Parks**

#### Horseshoe Lake Park

Staff determining the cost of piling removal in the swimming area.

#### Anderson Point Park

Staff working the trail and ditches, clearing and removing trees.

The lower trail washout area work to be completed in September. Smaller gravel to be added to the trail this fall by a contractor.

#### Rotary Park

Staff to remove trees in various locations in the park and install a drainage ditch along field #1 to improve field play. Staff looking to improve fields to accommodate increased multi-sport play.

#### Harper Park

Staff will remove the old metal bridge after the conclusion of the Harper Estuary project. The parking lot will be used as a construction staging area.

#### SKRP

In an effort to deter illicit activities, staff continues to work with the Sheriffs office. Staff looking at performing work inside the horseshoe pit, park and ball field.

The revision to the Horseshoe Pitch area underway between staff and the HPA.

Staff working with the WCC in general park cleanup of logs and woody debris.

Staff working Public Works to remove ecology block, stump and concrete footing along the entrance drive. Staff to install a new wooden fence in place of ecology blocks.

#### Veterans Park

Dead trees being removed along the frontage of the park ongoing with the WCC and parks staff.

KCSO and Port Orchard Police working with staff on homelessness/camps in the woods.

### **Updates –**

- Staff is conducting a Chain Saw Safety class for volunteers.
- Staff training: NPDES/IPM and Situational Awareness with KC Risk Management.
- Staff training: CPR/1<sup>st</sup> Aide.
- Staff to have additional training and safety measures put in place to minimize Sharps exposures.
- Staff attending ISA training in December.



# Parks Planning Report

## November 2016

### South Kitsap Region Park – Expansion

Work has begun for the construction of the Skatepark additions, interior trail improvements, north berm removal and open playfield improvement.

Contract for new Romtec restroom construction will go to bid on Nov. 11, with a submittal date of Dec. 6.



### PORT GAMBLE FOREST HERITAGE PARK – Stewardship | Trails



The shoreline beach slope has been re-graded, creating a gradual slope to the beach from our BayShore Trailhead. This graded slope has been covered with straw and saplings planted to control future erosion. The trail to the beach will be improved with crushed rock, supplied by a REI/GPC Grant. The WCC crews completed graveling the trail to the Trailhead vista view-point and installed the viewing rail fence.

Beaver Pond Boardwalk replacement is progressing with a final setting of rock gabions and log stringers are park-stripped and ready to move into place.



### Point No Point --Restrooms



Restroom are complete and are awaiting final environmental inspections.

### North Kitsap Heritage Park – Landscape Planning

# Parks Planning Report

## November 2016

NKHP Stewards began a Land Classification and Resource Management Plan for the Park. Stewards are identifying overall park goals, issues, and management objectives. Planning will continue over the next few months.

### **Harper Estuary**

Work has begun for the restoration of the Harper estuary adjacent to our Harper Park. During the three month construction period, the park field will be closed, with a 10 wide trail access to the park.



### **Other: Project Planning & Construction Checklist**

Staff is preparing a comprehensive checklist for all elements of park planning and construction projects; contract design/engineering, advertisement/bidding, construction oversight, reviews, permits, and approvals. This will be part of a draft Planning, Design, and Construction Manual which is in development.

# **Community Forestry Program Update**

**November 2016**

## **Restoration Thinning**

Restoration thinning operations at Port Gamble Forest Heritage Park have been underway for the last four weeks and is expected to continue into February 2017. This will be followed by a restoration thinning and root rot mitigation project at South Kitsap Regional Park in March 2017.

The next restoration project will be in the southern most end of Newberry Hill Heritage Park starting in mid to late April/May 2017.

Planning for thinning at North Kitsap Heritage Park continues and is expected to occur mid to late 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. We are actively seeking community members to assist with the preparation of the Coulter Creek Forest Stewardship Plan.

Forest Stewardship planning for Banner Forest continues with the development of revised forest unit maps along with updating the forest inventory.

## **Urban Forestry Restoration Grant**

The WCC crew has worked on clearing .75 miles of the service road at Banner Forest; doing wetland delineation and tree marking at Newberry Hill Heritage; landscape site work at Kola Kole Part; and invasive weed control at Port Gamble Forest. Crews will be working on projects at Port Gamble Forest, Newberry Hill and North Kitsap Heritage Parks. Forest restoration activities that the crew will be working on including: road and trail work, noxious weed control, tree planting, road culvert maintenance, tree pruning, wetland and riparian delineation, and marking trees for restoration thinning.

## **Community Forestry Program Project - Timeline**

November 9, 2016

# Community Forestry Program Update

November 2016

Project List	Timeline
Park Wildfire Protection Planning	September 2015 through December 2016
Planning 2016 Restoration Thinning	November 2015 through December 2017
Restoration Thinning @ Port Gamble Forest Heritage Park	October 2016 through February 2017
Restoration Thinning @ Newberry Hill Heritage Park	March through April 2017
Restoration Thinning @ South Kitsap Regional Park	March/April 2017
Restoration Thinning @ Coulter Creek Heritage Park	May through September 2017
Restoration Thinning @ North Kitsap Heritage Park	October through December 2017
Coulter Creek Heritage Park – Forest Stewardship Planning	May 2016 through February 2017
Banner Forest Heritage Park – Forest Stewardship Planning	May 2016 through February 2017
Urban Forestry Restoration Program Projects	October 2016 and February & May 2017
Park Steward Training/Education	September 2016 through March 2017
Restoration Tree Planting	January through March 2017

Kitsap County Parks Advisory Board  
Island Lake Community Center  
Notes from October 19, 2016 (No Quorum)

Meeting called to order by Chair Ani Gatz at 6:06 PM

Introduction of the Board: Ani Gatz, Kathryn Thompson, Elizabeth Grady, Jon Pearson, Frank Stricklin and Joanne Clark. Excused – John Grinter, Brian Kilpatrick, Larry Walker and Keith Grellner.

Staff: Jim Dunwiddie & Leigh Snyder

Commissioner Gelder and 4 members of the public attended.

Correspondence & Communication: None

Opportunity for the Public to Address the Board:

Susan Anderson handed out information for the Wild Mushroom Show on Sunday October 30<sup>th</sup> from 1-5 PM at the Presidents Hall at the Kitsap County Fairgrounds. She also voiced her concern that the signage in Parks, addressing the “Mushroom Harvest Policy” aren’t large enough especially at Banner Forest. She feels the public isn’t educated enough about the policy and as a result are harvesting mushrooms for commercial sale rather than personal use. Jim Dunwiddie suggested that educational links as well as a link to the policy be added to the Parks Website.

Ian MacKenzie spoke about his disappointment with the thinning that took place at Newberry Hill Heritage Park that has totally changed the area he has harvested mushrooms in for years. Frank Stricklin provided historical and educational information as to why the thinning was done the way it was. He offered to contact Mr. Mackenzie and take him out to tour the NHHP and show him first hand how the forest is responding in a healthy manner and exactly as the science said it would.

Commissioner Gelder spoke about the Kitsap Forest and Bay Community Campaign. This campaign addresses the common vision for future stewardship of the Port Gamble Forest Heritage Park Expansion areas and includes stakeholders, County and Tribes. The goal is to raise \$4M in public acquisition dollars towards the purchase of the remainder of the available forest land above Port Gamble Bay. The various groups affirm a common purpose and commitment to develop and implement a long-term stewardship plan to meet the various parties’ objectives. We recognize that the vision of all parties is that this is forest be recognized and managed as an ecologically complex, diverse and healthy for native plant species, forest wildlife habitat, protect water as a vital resource and consider that human park users are part of the system and critical to the decision making about the future of the park.

Nancy Whittaker spoke about her activities as part of the non-motorized trails group who envision trails for public use and benefit from North Kitsap to Pierce County.

Directors Report: Dog Park in Silverdale closed briefly and then re-opened due to a concern over a fence that came down. To clarify there is no retaining wall at that park as had been reported. (See Full Written Report)

Staff Reports – See Attached – No questions

Stewardship Reports – Newberry Hill Heritage Park- cleared culvert 17 of beaver debris, worked on noxious weed control. There will be a lot of attention on Scotch Broom removal. Graded and ditched new stretch of Old Loop Parkway, Rhodie Hill and the unnamed entrance trail behind CKFR. Applied 84 tons of pit borrow to Old Loop Parkway thanks to the Dori for the use of the grader and to Arno and Steward Keith Asbury materials and work. Begun to clear storm damage. (See full report)

North Kitsap Heritage Park – working to clear storm damage and delineating wetlands.

Forest Stewardship Report – General discussion led to a recommendation via subcommittee to draft a motion for the Forest Stewardship Pilot Program to continue through 2018. (See attached report)

Old Business – update on the boathouse at NPP – re-roofing completed by Contractor engaged for by the Hansville Community group in exchange the County is providing a three year lease for the group to use the building for storage.

New Business – Frank Stricklin made a motion (to be tabled for next meeting) that the PRAB recommend the Forest Stewardship Pilot Program be extended through 2018. Kathryn Thompson seconded the motion.

Joanne Clark commented that the new County sign at Olalla Beach is currently featured on the Olalla Community Facebook Page.

Frank Stricklin –shared information from the recent Recycled “Purple Pipe” Water Summit he attended. This program can be a big benefit for fish and wildlife if done correctly.

Meeting adjourned 7:30 PM