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

Introduction of the Board: Ani Gatz, Frank Stricklin, Jon Pearson, Kathryn Thompson, Elizabeth Grady, Joanne Clark, John Grinter, Larry Walker – absent Tleena Ives

Staff: Jim Dunwiddie, Arno Bergstrom & Leigh Snyder

Guest: David Forte - Public Works

Members of the Public: 2

Approval of the March 15, 2017 minutes

<table>
<thead>
<tr>
<th>Motion: Larry Walker</th>
<th>Second: Joanne Clark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motion to accept the March 15, 2017 minutes as presented</td>
<td></td>
</tr>
<tr>
<td>Discussion: None</td>
<td></td>
</tr>
<tr>
<td>Action: minutes approved unanimous vote</td>
<td></td>
</tr>
</tbody>
</table>

David Forte - Public Works Department – presented information on the joint project with several groups to develop the Sound TO Olympics Trail Port Gamble Trail feasibility study between Stottlemeyer Road and Port Gamble. Once the study is complete the project will go through additional field work, engineering, and cost estimating with the feasibility report expected this fall. The group is seeking to work with existing trails, roads with the thought that the final trail will be a shared use accessible to all ages and abilities. The project once finished would go through the County TIP process for funding. There are some challenges with the topography that will need to be worked through.

Correspondence & Communication: Kitsap Live Steamers provided a letter that included an updated work plan, 10 year plan, recap of 2016 and year to date 2017, Annual Treasurer’s Report for 2016 and a thank you to Park Board and Department for the support and continued working relationship.

Public to Address the Board – no comments

Directors Report – See attached – Jim Dunwiddie thanked those board members who participated in the recent meet and greet of the three candidates for the Assistant Director Position. This has been an extensive process that included both members of the PRAB and the Fair Board. The Central Kitsap School District agreement is now in place and finalized for the tennis courts. Port Orchard Rotary may become the first “stewardship group” at SKRP to assist with constructing pathways. Met with Kingston Sports Association Baseball – at this time the group does not want to share responsibilities at Kola Kole Park – we are on hold. Village Greens Golf Course revenue up 2% over last year for the same time period - course is not meeting expenses and we will look to change to an April-October season in 2018.
Arno Bergstrom – Root Rot – Naturally occurring disease with the worst type – laminated root rot-manifesting itself at SKRP in Douglas fir and western hemlock. This disease kills the tree from the roots up. These trees are a public safety hazard and will be removed to minimize risk and improve overall forest health by restorative thinning. Root-rot resistant trees will be planted – western red cedar is one example. Joanne Clark thanked Arno for the work at South Kitsap Regional Park and commented on the great article in the Kitsap Sun – well researched and thoughtful reporting.

Stewardship Groups:

NHHP – Installed T posts as visual indicator of park property line between park and KRRC. Litehouse students closed unauthorized trail for the 4th time – blocked with logs and root wads. These students continue to pull scotch broom and clear trails. Re-routed section of Rhodie Hill trail using descending turns and obliterated the “fall line” logging road. Excavator used to establish a sustainable trail that meets USFS and IMBA trail standards. Working with engineer for wet stamped boardwalk design for the Little Anderson boardwalk project. Stewards fabricated and installed two benches and a trail sign on Overlook Trail.

NKHP – working to clear trails from storms.

Banner Forest – finished trail clearing, first turnpike installed is submerged and will need to be corrected and a second turnpike will be worked on late spring.

Subcommittee –

Forestry – FPA has been approved for restorative forestry in the south end of NHHP. Working in conjunction with the community forester to create the future Green Mountain Parkway.

Communications – Created Root Rot flyer, working on video for Point No Point – waiting for information from the tribe.

Parks & Property – Emergency access – working on signage, Steven and Dori will go to Bainbridge Island to meet with their planning staff. Met with Fire Chief on BBI.

Visitor Services – Beginning in June the committee will begin to meet to review policy on the following: Drones/unmanned aerial vehicle (UAV) use in parks, Fairgrounds facilities. (See full report).

Old Business: Joanne Clark provided a report on the SK Rowing Team use of Long Lake Park – use is 6 days from 3:15 to 5:30PM. There appears to be 1 truck and up to 10 vehicles. There are 3 boats for the team, 1 small boat for the coach and a medium size boat with 4 additional adults. The noise is minimal, students are quiet and respectful and did not go near the fishing area. Jim would still like a demonstration at the May PRAB meeting. Joanne to contact the coach.

New Business: Night mountain bike riding at Port Gamble Park – this has been a practice of over 20 years before the County acquired the property. Historic organized use as reported by Brian Kilpatrick is from 5:30 to 7:30 PM on Tuesday and is not an issue except for the winter when it occurs after the park closing hours (dusk). The County has the legal and risk department reviewing the issue. Several members of the PRAB spoke against this practice as they feel it disturbs wildlife and several members want to find a resolution so the practice can continue. Once both legal and risk make their recommendation the issue will be turned over to the property subcommittee for review and recommendation. Larry Walker feels that if we open one park for
this activity we may have to open others. This will create an issue to vet the process for special permits for groups and be very difficult to manage. There will be a need at minimum for specialized insurance and permits. Discussion ended with the consensus that the subcommittee will take a look at the issue once legal and risk have weighed in.

Meeting adjourned at 8:27 PM.
Executive Summary

Issue Description: Parks Department Briefing

Meeting Date: April 19, 2017
Attendee: Jim Dunwiddie

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

Root Rot Mitigation

Reconstruction of the DNR access road began first week of April. Activity will begin mid-April, beginning within the Kitsap Live Steamer area. The project has received good press coverage and public comment. The Parks Board Communications Committee prepared a public information flyer for distribution.

Capital Budget Summary Updates

The May 2017 Parks Briefing material will provide a summary report of Capital projects, funding year, project expenditures, and completion percentage.

Status of Park Projects

- South Kitsap Regional Park
  - Parking, Field, Trail, and Skatepark Expansion (attachment “A”)
  - Restroom Construction (attachment “B”)
    - Assembly Kit – April 24 BoCC Agenda

- Fairgrounds/Event Center
  - Press Box/Concession Building (attachment “C”)
  - Lobe Field #1 and Seating Improvements (attachment “D”)
  - Lobe Field and Gordon Field PA System Upgrades (attachment “E”)
  - Storage Building – Presidents Hall (attachment “F”)
  - Pavilion Air Handlers – (attachment “G”)

- Wildcat Lake Picnic Shelter (attachment “H”)

- Point No Point Restroom (attachment “I”)

Updates

- Event Center/Fairgrounds Tennis Courts – CKSD Agreement
- Rolling Hills Golf Course
  - Contract Revision – April 24 BoCC Agenda
Board Covered Arena

Arrangements are being made for the Kitsap Community Foundation to donate the facility to the County. Project Status Report (attachment “J”)  

A license agreement is being discussed with the potential non-profit organization to operate and manage the facility.

Assistant Director Recruitment

Seven candidates were selected for Skype interviews. Three candidates were invited to participate in exercises, over a two day period, which provided opportunities to interact with employees & advisors, department managers, and panel interviews. References are being contacted

Fee Schedule Revision

Discussion authorizing Parks Director to use hourly rate scale in approving requests of county park facilities by General Fund Departments.
PROJECT: South Kitsap Regional Park – Phase 1C Improvements

DATE: March 30, 2017

LAST REPORT: March 2, 2017

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

COST: $655,990

FUNDING: RCO Grants and Capital Funding

GRANT DEADLINE: March 31, 2017

SUCCESSES: BoCC issued a $412,517 Contract to Sealevel Bulkhead Builders July 11. Pre-Construction meeting held August 31. Skatepark construction is complete and included a stormwater infiltration system, concrete walls, steps, ramps, deck and ADA parking. Timber harvest is complete, the berm north of the parking lot has been cleared of vegetation and has been graded out for a new grass field play area. Chain-link fencing has been removed. Trail improvements around the perimeter of the sports fields, landscaping, and parking improvements completed.

OPPORTUNITIES: South Kitsap Skate Park Association to install mural.

NEXT STEPS: Winter weather has continued to effect construction. As of March 23, the R-O-W improvements had not been approved by Public Works inspection. Sidewalk, curb, ADA access and asphalt paving patches all need to be re-done. This work is planned for the week of April 3. Contractor has submitted a Quote for additional work in vicinity of playground including: fencing and parking improvements.

NEEDED RESOURCES: N/A

TIMELINE: Dedication scheduled Saturday, June 24th, 11:30am

"A"
PARKS DEPARTMENT

STATUS REPORT

PROJECT: South Kitsap Regional Park Restroom

DATE: March 30, 2017

LAST REPORT: March 2, 2017

PURPOSE: Permanent restroom facility for South Kitsap Regional Park.

COST: $167,000

FUNDING: Capital

SUCCESSES: Engineer has been hired for permitting and construction management. Awaiting authorization from BoCC to purchase restroom, then Plans may be submitted for DCD review and approval. Have received separate Quote for required gutters and downspouts.

OPPORTUNITIES: Storm Water Code has changed effective December 31, 2016. Shelter will require rain gutters and downspouts.

NEXT STEPS: Once BoCC approves purchase of restroom, facility will be ordered from manufacturer.

NEEDED RESOURCES: BoCC approval of Contract.

NOTABLE 2017 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>Engineer hired. Project has gone out to Bid.</td>
<td>Click here to enter text.</td>
<td>Complete project</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>
PROJECT:  Fairgrounds Concession Upgrade
DATE:  March 30, 2017
LAST REPORT:  February 28, 2017
PURPOSE:  Upgrade the Concession Building/Press Box in Lobe Fields
BUDGET:  $100,000
EXPENDED TO DATE:  $0
FUNDING SOURCE:  Capital Funding
SUCCESSES:  Site Walk. Bid final 3/30
OPPORTUNITIES:  Find out bid results 3/31
REVISIONS  Determined a metal building will cost less.
NEEDED RESOURCES:  Purchasing to assist with purchase process and bid. Contracts.

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 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meet with director to get scope</td>
<td>Research options for pre-built buildings</td>
<td>Bid stopped. Research more options for drawings</td>
<td>3 quotes for building kit – failed</td>
</tr>
<tr>
<td>Meet with Purchasing to determine bid timelines</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1ST QUARTER 2017</td>
<td>2ND QUARTER 2017</td>
<td>3RD QUARTER 2017</td>
<td>4TH QUARTER 2017</td>
</tr>
<tr>
<td>Use existing Board Arena booth drawings and re-bid</td>
<td>Contract</td>
<td>Construction</td>
<td></td>
</tr>
</tbody>
</table>
PARKS DEPARTMENT

STATUS REPORT

PROJECT: Lobe Field #1 Improvements

DATE: March 30, 2017

LAST REPORT: February 28, 2017

PURPOSE: To improve the appearance & functionality of field.

BUDGET: $198,000 + $37,000

EXPENDED TO DATE: $104,010

FUNDING SOURCE: Public Facilities District

SUCCESSES:

OPPORTUNITIES: Architect discovered change order for netting hadn’t been done. Sent out to BOCC.

REVISIONS:

NEXT STEPS: Final invoice from Contractor. Final billing to PFD.

NEEDED RESOURCES: Change order for doors & nets to be approved. Contractor final billing. Final billing for PFD funds.

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>Paint Umpire Dressing room and complete interior Install ramp on Umpire dressing room</td>
<td>Complete change orders</td>
</tr>
</tbody>
</table>

1st Quarter 2017

Complete Change orders – netting and fencing. Complete change order process for doors at fence

Final billing from contractor

Final billing to PFD
PROJECT: Lobe #1 PA System Upgrade
DATE: March 30, 2017
LAST REPORT: February 28, 2017
PURPOSE: To upgrade the PA system and lighting at Lobe Field #1
BUDGET: $37,000
EXPENDED TO DATE:
FUNDING SOURCE: Capital Funds
SUCCESSES: Gordon Field installation complete. Press Box Bid for Lobe Field final today (3/30/17).
OPPORTUNITIES: Lobe Field project on hold until after new press box is installed.
REVISIONS:
NEXT STEPS: Purchase. Install.
NEEDED RESOURCES: Press box project to be completed at Lobe. Gordon Sound to purchase items and install.

NOTABLE 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>Meet with Director Meet with Purchasing</td>
<td>Solicit RFP and review.</td>
<td>Meet with user groups</td>
<td></td>
</tr>
<tr>
<td>1ST Quarter 2017</td>
<td>2nd Quarter 2017</td>
<td>Purchase and install Gordon Field equipment</td>
<td>Purchase and install equipment at Lobe Field.</td>
</tr>
</tbody>
</table>
PARKS DEPARTMENT

PROJECT: Presidents' Hall Storage Building

DATE: March 30, 2017

LAST REPORT: February 28, 2017

PURPOSE: To add storage at the Presidents' Hall for tables, chairs, pipe and drape.

BUDGET: $42,000

EXPENDED TO DATE:

FUNDING SOURCE: Capital Funds

SUCCESSES: All permits signed off. Certificate of Occupancy provided

OPPORTUNITIES: Final contractor walk to be completed on 3/31

REVISIONS:

NEXT STEPS: Punch List items to be completed

NEEDED RESOURCES: Contractor

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>

1st Quarter 2017
Concrete slab Inspection of concrete. Walls. Roof Electrical, Final inspection

Punchlist items
PROJECT: Air Handlers Replaced in Pavilion

DATE: March 30, 2017

LAST REPORT: February 28, 2017

PURPOSE: Replace the 8 air handlers in the Pavilion

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

EXPENDED TO DATE: Capital Funding

SUCCESSES: Facilities and FEC staff redirected air vents for proper air flow.

OPPORTUNITIES 2 units misfiring according to Facilities. Unit #6 still not communicating. Facilities to address both issues. Facilities still set to arrange training for FEC staff to control.

REVISIONS:

NEXT STEPS: Facilities to fix issue with #6 unit communicating and misfiring of 2 units. Facilities to train FEC staff to control.

NEEDED RESOURCES: Facilities.

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>Complete Contract for 1-4 Meet with Purchasing for 5-6 Bid 5-6</td>
<td>Contract for 5&amp;6 Schedule 5-6 installation &amp; Install</td>
<td>Install</td>
<td>Grounding Wire repair</td>
</tr>
</tbody>
</table>

1st Quarter 2017 | 2nd Quarter 2017

Complete thermostat install. Fix communication & Misfire issue. Train staff.
PROJECT: Wildcat Lake Picnic Shelter
DATE: March 30, 2017
LAST REPORT: March 2, 2017
PURPOSE: Group Picnic Shelter
BUDGET: $50,000
EXPENDED TO-DATE: 0
FUNDING SOURCE: Capital

SUCCESSES: In process of purchasing picnic shelter. Project has gone out to Bid and requires County Administrator or BoCC approval.

OPPORTUNITIES: Storm Water Code has changed effective December 31, 2016. Restroom will require rain gutters and downspouts. Have requested a Quote for this requirement. County Forester to remove necessary vegetation prior to construction.

REVISIONS: -

NEXT STEPS: Once approved, shelter will be ordered and Plans submitted to DCD for required Building Permit.

NEEDED RESOURCES: BoCC or County Administrator approval of Contract.

NOTABLE 2017 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>Project has gone out to Bid. Awaiting approval for purchase.</td>
<td>Click here to enter text.</td>
<td>Click here to enter text.</td>
<td>Click here to enter text.</td>
</tr>
</tbody>
</table>
PROJECT: Point No Point Restroom
DATE: March 30, 2017
LAST REPORT: March 2, 2017
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, 2016.

Project was issued Substantial Completion status on September 16, 2016. All Contractor Work was performed per the approved Plans/Specs.

OPPORTUNITIES: FEMA has approved installation of flood-proof doors. Engineer will pay for and have this feature installed. Once complete, DCD will issue Flood Certificate and Certificate of Occupancy, allowing opening the facility for public use.

NEXT STEPS: Flood doors have been ordered. Interior painting required. Due to winter rains, building interior needs to dry out before it can be painted.

NEEDED RESOURCES: N/A

NOTABLE 2017 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>Determination of methodology to retrofit. Then fix.</td>
<td>Facility available for public use</td>
<td>Click here to enter text.</td>
<td></td>
</tr>
</tbody>
</table>
PARKS DEPARTMENT

STATUS REPORT

PROJECT: Lower Arena Roof Structure

DATE: 3/30/2017

LAST REPORT: 2/28/2017

PURPOSE: To construct a roof over the Lower Equestrian Arena.

BUDGET: $500,000 Grant

FUNDING SOURCE: Board Family Foundation via Kitsap Community Foundation.

SUCCESSES: Fencing posts complete.

OPPORTUNITIES: Need rails for fencing to be installed.

REVISIONS:

NEXT STEPS: Rails for fencing. Screen for rocks. Choose operations entity. Set date for Ribbon Cutting.

NEEDED RESOURCES: Viking to complete rails for fence. Director negotiating operations and maintenance contract.

<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>New road graded. Arena widened &amp; fill dirt added. Address runoff.</td>
<td>Fill inspection</td>
<td>Septic tank addressed. Fencing added. DCD final inspection. Occupancy Permit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1st Quarter 2017</th>
<th>2nd Quarter 2017</th>
<th>3rd Quarter 2017</th>
<th>4th Quarter 2017</th>
</tr>
</thead>
</table>
Operations Report

April 2017

Facilities/Grounds

- Eagle Scout Projects – 1 in process – Flag at War Memorial - Gun and Bell area along with fresh paint – Scout hopes to complete this project by end of summer, 1 in planning stages – Presidents’ Hall planting area beautification
- Lobe Field #’s 3 & 4, Gordon Field #2 – repairs to turf in process
- Sold surplus items through County surplus process. Funds will be used to purchase gator for the fairgrounds.
- Pavilion Settling Report – Pavilion floor was surveyed – report shows no new settling has occurred over the past 3 years. Survey company recommended additional precautions taken -staff will devise plan with structural engineer and maintenance personnel.
- Staff working on solution to keep vehicles attending events off grass to avoid damage.
- Phone issue reported at the Presidents’ Hall for communicating with the fire watch system. County phone staff discovered phone lines tampered with and unplugged.. Staff and Facilities working together to ensure security of this area.
- Gordon Field received 2 poles for internet access. Puma’s hired contractor to install internet access with consent from parks director.
- Lobe Field(s) have experienced a much higher rainout rate than normal. Staff anticipating and planning for double headers for the remainder of the season.

Grants

Duck Bucks Grant – Staff received $3,000 to install AED’s in Gordon and Lobe Press boxes and Thunderbird Stadium from Silverdale Rotary’s Duck Bucks Fund. One unit has arrived. Two are pending arrival. Working out system for public access to these units.

Parking Lot Grants – Staff seeking funding to install pervious pavement or concrete on 2 large grass parking lots to increase use of these spaces to all year long

Boand Family Foundation Grant - Lower Arena Roof

- Completed all arena needs, including fencing and rock removal
- Finalizing donation paperwork is in process once complete will be sent to the Board of County Commissioners for approval by Resolution.
- Director working to finalize operations agreement with vendor.
- Ribbon Cutting Ceremony date will be set once operating agreement is in place

Department of Agriculture Health & Safety Grant

- Final Thank You, Billing and report sent to Dept. of Agriculture.

Rental/Events (Economic Development)
Operations Report

April 2017

- High season for events started in mid-February. Each weekend has events from Mid-February through mid-December with only a few weekends free. These free weekends typically fall on holiday weekends.
- Events held included: Home & Garden Show, Cocker Spaniel Show, PDF Dog Show. Early CCA Banquet, Volleyball Tournament, RAGS, Private Wedding, Bremerton Gun Show, Volleyball Tournament #2, Water Festival.

Staffing/Training

- Extra Help for Fairgrounds Maintenance – two staff began April 3, 2 additional positions open and on website
- 2 staff are scheduled to attend the Washington Recreation and Parks Association’s Annual Conference in May

Marketing

- Staff working with graphic artist to update four brochures
- All websites, Facebook and calendars have been updated and sent out
- Visitor’s Bureau sent events calendar to add to their website & Facebook
- Staff working to complete pages to new website

Reservation Process - Lean Process

- New process working well
- Staff collecting data for reporting purposes

Village Greens Golf Shop

- Significant number of rain days has impacted opening month numbers
- First Tee Program begins April 27
- More youth players at the course this season
- Golf instructor working to add men’s, women’s, and teen Clubs to help draw in more people

E-Tix Program

- New and updated equipment purchased -mini-lap top computers and badge printer.
- Next staffed ticketed event is Destruction Derby in May. Fishing Derby tickets are currently being sold online.
Operations Report

April 2017

Work Parties

- April 1 – Washington Youth Academy helped clear rocks from Boand Arena

Vandalism/Theft

- No new reports

Capital Projects Carried Over from 2016

- HVAC units in the Pavilion – Facilities reports two issues are being worked on with the unit communication and wiring. Once resolved training to be set up for Fairgrounds staff.
- Tennis Courts Improvements – ILA in process with CKSD, Fairgrounds maintenance working on ADA parking lot and restroom reinstallation.
- Lobe Fields PA System upgrade – Installation for Lobe Fields will be after Press Box is installed.
- Concession Upgrade (new press box on Lobe #1) – No contractor bid received. In discussions with vendor.
- Storage Building for Presidents’ Hall – Project complete, final billing is in. Punch list contains 3 items.

Capital Projects 2017 and Beyond

- Gordon Field Improvements Phase #2 – Synthetic Turf for Field #2 – No new report
- Capital Funding for bleachers behind the ADA seating for Lobe Field #1 – no new report
- HVAC replacement for Pavilion – 2018 project if additional funds are available
Central Parks

Anderson Hill Athletic Fields
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 Bremerton Naval Hospital adopted the park and will be conducting general park cleanup and removing English ivy.

SWF Park
Working on seawall lighting repairs.
Preventative maintenance to be conducted on shelter roof.
Soliciting bids for the installation of pour in place playground surfacing.

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. Project completed. Parks staff looking into the overall condition of the beach house, whether to keep or not.

Wildcat Lake Park
Parks staff working with local companies towards prices and cost towards the piling removal in swimming area.
Parks staff to re-roof the restroom building in spring 2017. Parks staff to re-roof the well house in spring 2017. Soliciting bids for a new roof on the maintenance/mechanical shop.

Old Mill Park
Parks staff to work with local volunteers to rehab the front entrance into the park.
Entrance and front of the park to be landscaped. Slated to be completed in spring 2017.

Chico Salmon Park
The new park sign was installed 2-weeks ago.
North Parks

Kola Kole Park
Parks staff maintaining all of this park. Parks staff completed fall turf maintenance of fields. Storage building re-roofing slated for this fall. Upstairs window work and paneling installation completed. Work completed.

Point No Point Lighthouse Park
Parks 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. HPA to be submitted in April, work to be done in September. Waiting on WDFW staffing review of the work.

Buck Lake Park
Parks staff working with DNR, WDFW and KC Noxious Weed Coordinator on lweed removal to restore swimming area. Parks staff working with contractors towards costs of piling removal in swimming area. Parks staff replanting several new Thundercloud Plum trees in parking lot.

Salsbury Point Park
New landscaping to be added in flower beds around the unisex restroom. Floating dock to be installed in April, and decking repairs to be done prior.

Island Lake Park
Soliciting bids for the new roof at the picnic shelter. Rock and landscaping improvements to the building in April.

Arness Roadside Park
Parks staff working with Stillwaters Education Center staffing on the placement of estuary interpretative signage at the park. Installation to take place this month.

South Parks

Horseshoe Lake Park
Parks staff working with local companies towards prices and cost towards the piling removal in swimming area. Key Pen partnership again this year.

Anderson Point Park
Parks staff started performing Milihanna Road maintenance – looks great. One minor culvert washout. Work to be completed in 30 days.
Parks Resource Division Report

April 2017

Veterans Park
Scout and volunteers refurbished and installed a flag pole/flag behind the gun mounts.

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 removing the old metal bridge. Postponed due to the Harper Estuary project. Park parking lot being used as a staging area until project completion.

SKRP
Parks staff continues to work with KCSO, to deter illicit activities at the park. Increased presence of KCSO. Parks staff looking at performing work inside the horseshoe pit, park and ball field.
The installation of the irrigation weather station component slated for installation.
The revision to the Horseshoe Pitch area underway between parks staff and the HPA.
Parks staff working with the WYA to remove invasive weeds, scotch broom and install plantings in various areas of the park – More color.
Parks staff will be overhauling the open lawn area by the playground.
Parks staff installing a new wooden fence along the Lund Ave entrance adjacent to the BMX, to deter bike activity in the roadway.

Parks staff updates:
• 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: CPR/1st Aide.
• Parks staff to have additional training and safety measures put in place to minimize sharps exposures.
• Active Shooter Training slated for the spring of this year.
• Blood Borne Pathogen Training/Sharps Training.

Stewardship Coordinator

Point No Point
Friends of PNP are applying for a License Plate grant to repair the copper plating on top of the tower roof. Hopefully this will alleviate the water intrusion into the south wall of the tower room.

Port Gamble
Coast Guard volunteers will be working on the Shoreline Loop trail this month
North Kitsap Heritage Park
Stewards are working on a new Stewardship Plan

Banner Forest
Stewards are busy clearing brush and downed trees on all trails

Guillemot Cove
An Eagle Scout constructed a new boardwalk across the meadow for year-round access to the beach trail.
A large section of the Ridge Trail washed out in the December 2016 storms. The trail is completely impassible. Stewards are designing a trail re-route to bypass the washout. Anticipate the trail to be closed until at least June 2017.
Restoration Thinning

Restoration thinning operations at Port Gamble Forest Heritage Park is completed. The restoration thinning and root rot mitigation project at South Kitsap Regional Park start on April 11th. The restoration project in the southern most end of Newberry Hill Heritage Park will start in early July. Restoration thinning will start in the western portion of Coulter Creek Heritage Park in October.

Restoration thinning at North Kitsap Heritage Park will occur in the first quarter of 2018.

Forest Stewardship Planning

Forest inventory and wetland/stream data collection continues 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. Several community members are assisting with the preparation of the Coulter Creek Forest Stewardship Plan and doing wetland and riparian delineation work.

Urban Forestry Restoration Grant

The WCC crew will be working on a range of projects at Port Gamble Forest, South Kitsap Regional and other parks as assigned during the month of May. 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 Update

**April 2017**

## Community Forestry Program Project - Timeline

<table>
<thead>
<tr>
<th>Project List</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Park Emergency &amp; Wildfire Protection Planning</td>
<td>January through June 2017</td>
</tr>
<tr>
<td>Planning 2017 Restoration Thinning</td>
<td>January through December 2017</td>
</tr>
<tr>
<td>Restoration Thinning @ Port Gamble Forest Heritage Park</td>
<td>January into April 2017</td>
</tr>
<tr>
<td>Restoration Thinning @ South Kitsap Regional Park</td>
<td>April through July 2017</td>
</tr>
<tr>
<td>Restoration Thinning @ Newberry Hill Heritage Park</td>
<td>August through September</td>
</tr>
<tr>
<td>Restoration Thinning @ Coulter Creek Heritage Park</td>
<td>October through December 2017</td>
</tr>
<tr>
<td>Restoration Thinning @ North Kitsap Heritage Park</td>
<td>January through March 2018</td>
</tr>
<tr>
<td>Coulter Creek Heritage Park – Forest Stewardship Planning</td>
<td>January through August 2017</td>
</tr>
<tr>
<td>Banner Forest Heritage Park – Forest Stewardship Planning</td>
<td>January through August 2017</td>
</tr>
<tr>
<td>Urban Forestry Restoration Program Projects</td>
<td>May 2017</td>
</tr>
<tr>
<td>Park Steward Training/Education</td>
<td>January through March 2017</td>
</tr>
<tr>
<td>Restoration Tree Planting</td>
<td>January through April 2017</td>
</tr>
</tbody>
</table>
Parks Planning Report

April 2017

Steven Starlund | Ric Catron

North Kitsap Heritage Park – Salmon Grant | Landscape Planning

Salmon Recovery Funding Board (SRFB) review committee visited the Beaver stream road/culvert site to help rank this grant project. Final grant application for a forest trail bridge planning project ($6,000) is due in August.

Our Heritage Park Stewards are completing a 3-month wetland delineating survey of the park. This will assist in the landscape classification and public access plan.

Point No Point --Restrooms

Completion of the restroom has been approved for use of “flood doors”. Manufacture of the doors has been ordered and they are scheduled to arrive in the new few weeks to be installed. Opening date is anticipated in May.

PORT GAMBLE FOREST HERITAGE PARK—Boardwalk | STO

With hundreds of volunteer, hand-labor, our replacement log-stringer boardwalk is ready for use, by family explorers, mountain bikers and equestrians.

Staff is consulting with the Sound to Olympics (STO) trail plan process. Public Works is working with a consultant to conduct a trail route feasibility study. The study will identify best options for this shared-use, paved facility. Best route determination considers most efficient trail alignment, least costly, best recreational experience, and with minimal resource impacts.

Staff has met with Ride Park stakeholders who have presented Parks with some representative design and construction standards for an “extreme” mountain bike facility. Acquisition of the Ride Park property from OPG is scheduled to be completed later this year.

An on-trail, interpretive sign is being developed to best explain our forest restoration in areas where there has been recent thinning operations.
Parks Planning Report

April 2017

South Kitsap Region Park – Expansion
Final details for Skate Park additions, perimeter trails landscaping and ADA parking areas are completed. New Park entrance signs have been constructed and soon to be installed at both entrances. Contract to purchase a new Romtec restroom is in the County approval process. South Kitsap Skate Park Association is planning a dedication ceremony on Saturday, June, 24.

Park Emergency Sign Plan – GPS locators
Staff and Park Stewards are working with BBI Metro Parks District staff regarding a GPS trail safety system at Port Gamble Forest. The GPS are inexpensive ($1 ea.). First we will coordinate with CenCom to best set up the “rescue” locator system with their respond units, and then GPS-locate all the trail intersections at the park where there are named trail posts.

Parks and Open Space Plan 2018 (PROS)
Parks staff are working with the County’s Comprehensive Plan staff to assemble the demographic data and land use mapping for our PROS Plan.

Wildcat Lake – Picnic Shelter
Staff has submitted a building permit for a new kitchen shelter in the upper field of the park. A wood frame shelter is begin purchased.

Land Acquisition? -- Well Fargo Land Donation
Staff conducted an on-site inspection of 20 acres of land which has been offered to Parks as part of a Wells Fargo Bank property foreclosure. To date, the property appears to be a suitable addition to our Coulter Creek Heritage Park, lying adjacent to the Bonneville Power lines on the west edge of the Park. The land has been recently logged over and replanted with fir trees. Several seasonal streams and wetlands occur on the land. Our legal department is currently reviewing the potential donation and risk implications.

Community Outreach – “Leadership Kitsap Program” | ROSS
Staff gave a presentation about our PROS planning process and was part of a recreation panel for this Community Leadership Training program.
Staff participated in a review of a new Regional Open Space Strategic Planning Tool developed the Puget Sound Partners. This tool can help evaluate and prioritize future land acquisitions by assessing land use and population patterns, forest cover, streams, and wildlife corridors, for example.
April, 2017

North Kitsap, District 1

Point No Point
- April 1st, Point No Point Lighthouse will open to the public for tours on Saturdays and Sundays from 12:00 – 4:00pm
- The Friends of Point No Point hosted the annual WA State Lighthouse Environmental Programs meeting.

Hansville Greenway
- Logging Operation by OPG will begin in mid-April along the Outback Trail easement. OPG will be closing the trail for public safety during the operation

North Kitsap Heritage Park
- Vandalis attempted to break into the barn at the Miller Bay Rd parking lot. They were not able to gain access, so nothing was stolen.

Island Lake
- A large Navy group (45) from Bangor helped clean up the park and get it ready to open for the season.

South Kitsap, District 2

Harper Park
- Harper park volunteers are coordinating with the local Boy Scouts on projects for new benches and picnic tables in the park.

Banner Forest
- Stewards and volunteers have been attempting to clear trails of downed trees. It has been a never-ending battle with all of the winter storms.

Central Kitsap, District 3

Illahee
- Vandals managed to get a car into the preserve on one of the trails and abandoned it there. The Parks Department had it towed away.

Anderson Landing
- A large section of trail has washed out during the winter storms. Stewards are trying to design a re-route of the trail

Newberry Hill Heritage Park
- Stewards are re-routing Rhodie Hill trail to make it more sustainable.
- Stewards are working with the Parks Department to detour illegal trail building from the park into adjacent property.

Volunteer Coordinator
- Lori did a presentation for the Stream Stewards 2017 class on Volunteer Stewardship Groups
• Lori submitted a nomination for Outstanding Achievements in Historic Preservation to the WA State Department of Archaeology and Historic Preservation for the Renovation of the Point No Point Lighthouse by the USLHS and the Friends of PNP.