

**Kitsap County Parks Advisory Board
AGENDA
April 18, 2018
Greater Hansville Community Center
6778 Buck Lane Rd NE, Hansville, WA**

Welcome & Introductions

Adoption of the March 21, 2018 minutes

Opportunity for Public to Address the Board – 3 minute limit

Presentation - Hansville Greenway – Dennis Johnson

Director's Report

Navy Volunteerism – Dori Leckner

Sub Committee Reports

- Finance
- Parks & Property
- Forestry
- Visitor Services
- Communications

Park Stewardship Reports

Old Business

New Business

Adjournment

**NEXT MEETING
May 16, 2018 6:00pm
Eagle's Nest
1195 NW Fairgrounds Road, Bremerton, WA**



Executive Summary

Issue Description: Parks Department Briefing

Meeting Date: April 18, 2018

Attendee: Jim Dunwiddie

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

Port Gamble Forest Heritage Park – Ride Park

Parks and DCD staff cooperatively addressing 6 year moratorium, requiring resubmittal of forest practices application at park.

Recently met with Evergreen Mountain Bike Alliance (EMBA) Executive Director to discuss partnership, trail development schedule, and grant writing assistance related to the Ride Park.

Continuing regular monthly meeting schedule for staff, park steward chair, EMBA and its' West Sound Chapter representatives to discuss future Ride Park. Staff has met with King County Community Partnership Grants Program Manager to discuss King County Park Bike Park partnerships.

Ride Park concept plan scheduled to be presented to Parks Advisory Board in May.

RCO Grant Applications – April 23, 2018 Meeting Agenda

Resolution required as part of application package for the following matching grant applications due May 1, 2018:

1. Youth Athletic Facility – \$350,000 Fairgrounds Lobe Field #1 Synthetic Turf
2. Local Parks - \$30,000 Silverdale Waterfront Park Playground Upgrades
3. Local Parks - \$75,000 Wildcat Lake Park Picnic Area Upgrades
4. Local Parks - \$75,000 Island Lake Park Playground Renovation
5. Local Parks - \$125,000 Long Lake Playground Renovation
6. Local Parks - \$80,000 Port Gamble Heritage Park Parking for Ride Park
7. Urban Wildlife - \$435,000 Illahee Preserve Land Acquisition

WA Department of Agriculture Grant Application Update - Fairgrounds

Based on availability of matching funds, based on values of volunteer hours, two projects previously discussed have been withdrawn. The sole grant application is the \$50,000 Grant match to construct a permanent power supply system to replace temporary equipment.

RFP Development

1. Norwegian Point Park Fishing Pier – Engineering, permitting, geotech services
2. Fair & Rodeo – Sustainability Study
3. Cost Analysis/Recovery Refresh

Park Project Status Reports

- Anderson Hill – Restrooms - COMPLETED
- Wildcat Lake – Picnic Shelter (*attached – page 3*)
- South Kitsap Regional Park – Restrooms (*attached – page 4*)
- South Kitsap Regional Park – Explorer Adventure Trail (*attached – page 5*)
- Fairgrounds Event Center
 - Communication System Upgrade (*attached – page 6*)
 - Board Arena Sewer Connection (*attached – page 7*)
 - Lobe Field #1 Press Box (*attached – page 8*)
 - Eagles Nest Roof (*attached – page 9*)

PROJECT: Wildcat Lake Picnic Shelter

DATE: April 3, 2018

LAST REPORT: February 27, 2018

PURPOSE: Group Picnic Shelter

BUDGET: \$50,000 + \$9,805 Tri-Babes Donation

EXPENDED TO-DATE: \$43,365.11

FUNDING SOURCE: Capital + Tri-Babes

SUCSESSES: Contractor selected.

OPPORTUNITIES: Labor force donation of time and materials for concrete slab to reduce overall project costs.

REVISIONS: N/A

NEXT STEPS: Begin construction by end of April.

NEEDED RESOURCES: N/A.

NOTABLE 2017/2018 PROJECT ACCOMPLISHMENT TIMELINE

2017 1ST QUARTER	2017 2ND QUARTER	2017 3RD QUARTER	2017 4TH QUARTER
Shelter kit advertised. Notice of Award issued by Purchasing.	Stamped, Engineer Plans arrived for Permits.	Indigo Designs prepared drain field map. Construction signs ordered.	Permits approved. Project advertised for Contractor.
2018 1ST QUARTER			
Contractor selected.			

PROJECT: South Kitsap Regional Park Restrooms

DATE: April 3, 2018

LAST REPORT: February 27, 2018

PURPOSE: Permanent restroom facility

BUDGET: \$110,000

EXPENDED TO-DATE: \$71,712.05

FUNDING SOURCE: Capitol

SUCSESSES: Change Orders approved by BoCC. Restroom has gone into manufacturing phase. Contractor Contract approved.

OPPORTUNITIES: N/A

REVISIONS: N/A

NEXT STEPS: Anticipate delivery by end of April.

NEEDED RESOURCES: N/A

NOTABLE 2017/2018 PROJECT ACCOMPLISHMENT TIMELINE

2017 1 ST QUARTER	2017 2 ND QUARTER	2017 3 RD QUARTER	2017 4 TH QUARTER
Engineer hired, purchase of restroom kit Plans.	Stamped Plans received from Romtec.	Plans submitted for Permits.	Permits approved.
2018 1 ST QUARTER	2018 2 ND QUARTER	2018 3 RD QUARTER	2018 4 TH QUARTER
Change orders approved. Restroom kit into manufacturing phase.			

PROJECT: South Kitsap Regional Park – Forest Explorer Adventure Trail (NRPA/Disney)

DATE: April 3, 2018

LAST REPORT: February 27, 2018

PURPOSE: Nature Trail

BUDGET: \$11,000 + \$2,000 from Rotary

EXPENDED TO-DATE: \$261.55

FUNDING SOURCE: NRPA Grant

SUCCESSSES: Outreach to Rotary, Columbia Bank and SK School District. Gravel, boulders and granite blocks are being placed.

OPPORTUNITIES: Volunteer Orientation: April 14.

REVISIONS: N/A

NEXT STEPS: Continue hardscape features. Volunteer Orientation: April 14.

NEEDED RESOURCES: The more hands we have for the project, the quicker it will be completed.

NOTABLE 2018 PROJECT ACCOMPLISHMENT TIMELINE

1 ST QUARTER	2 ND QUARTER	3 RD QUARTER	4 TH QUARTER
Clearing, pre-planning/design, budgeting, and outreach.	Hardscaping began. Continued Outreach.	Click here to enter text.	Click here to enter text.

PROJECT: Fairgrounds Communication Upgrade

DATE: March 29, 2018

LAST REPORT: February 28, 2018

PURPOSE: Upgrade telephone wiring to support emergency alarm systems on Fairgrounds

BUDGET: \$20,000

EXPENDED TO-DATE: Click here to enter text

FUNDING SOURCE: Capital funds

SUCSESSES: George Geyer, IS Department have assessed barn and identified wiring system revisions, leading to a plan to be prepared with the telephone company. Meeting scheduled in April.

OPPORTUNITIES: Develop and finalize plan.

REVISIONS:

NEXT STEPS: IS staff to finalize plan.

NEEDED RESOURCES:

NOTABLE 2018 PROJECT ACCOMPLISHMENT TIMELINE

1 ST QUARTER	2 ND QUARTER	3 RD QUARTER	4 TH QUARTER
<ul style="list-style-type: none">Initial meeting with George GeyerSet Plan	<ul style="list-style-type: none">Finalize planSchedule Activity and set timelineBeginCompletion	Click here to enter text.	Click here to enter text.

PROJECT: Boand Arena Septic to Sewer
DATE: March 29, 2018
LAST REPORT: February 28, 2018
PURPOSE: Address restroom permanency
BUDGET: Estimate: \$10,000 for construction, \$6,000 for engineered drawings

EXPENDED TO-DATE: Click here to enter text

FUNDING SOURCE:

SUCSESSES: Waiting for return executed contract from Engineer.

OPPORTUNITIES:

REVISIONS: Sewer hookup less expensive option to new septic field

NEXT STEPS: Get signed contract back from engineer. Obtain drawings. Bid and contract construction. Construction.

NEEDED RESOURCES: Funding. Civil Engineer. Purchasing. Contractor.

NOTABLE PROJECT ACCOMPLISHMENT TIMELINE 2017/2018

		3RD QUARTER 2017	4TH QUARTER 2017
		Obtain options and estimates for project and engineered drawings.	Submit bid for engineer
1ST QUARTER 2018	2ND QUARTER 2018	3RD QUARTER 2018	4TH QUARTER 2018
Contract with engineer Staff work on getting restroom water winter protected for use year round	<ul style="list-style-type: none"> • Get drawings • Bid project 	<ul style="list-style-type: none"> • Contract Construction contractor • Construction 	<ul style="list-style-type: none"> • Open restrooms

PROJECT: Fairgrounds Concession Upgrade (Lobe Press Box)

DATE: March 29, 2018

LAST REPORT: February 28, 2018

PURPOSE: Upgrade the Concession Building/Press Box in Lobe Fields

BUDGET: \$100,000

EXPENDED TO DATE: \$0

FUNDING SOURCE: Capital Funding

SUCCESSSES: Interior spiral staircase arrived. Bolt installation instruction provided by special inspector. Concrete cutter to provide quote for possible change order.

OPPORTUNITIES: Contractor waiting for wall and roof materials -- anticipate Mid-April material delivery and construction. Contractor waiting for quote for potential change to wall padding.

REVISIONS DCD requested spiral staircase. Approved.

NEXT STEPS: Construction. Inspections.

NEEDED RESOURCES: Contractor. DCD.

NOTABLE 2017 PROJECT ACCOMPLISHMENT TIMELINE

1 ST QUARTER 2017	2 ND QUARTER 2017	3 RD QUARTER 2017	4 TH QUARTER 2017
Use existing Board Arena booth drawings and re-bid. Secure Contractor after no bids submitted.	Award contract. Notice to Proceed.	Permitting	<ul style="list-style-type: none"> Permitting completed Purchase supplies Begin construction
1 st QUARTER 2018	2 nd QUARTER 2018		
<ul style="list-style-type: none"> Construction Foundation 	<ul style="list-style-type: none"> Supports Building Construction completion Inspections Open		

PROJECT: Parks Office/Eagles Nest Roof Replacement

DATE: March 29, 2018

LAST REPORT: February 28, 2018

PURPOSE: Replace worn and leaky roof

BUDGET: \$25,000, bid came back for just over \$26,000

EXPENDED TO-DATE: Click here to enter text

FUNDING SOURCE:

SUCCESSSES: Contract in review.

OPPORTUNITIES:

REVISIONS:

NEXT STEPS: Permitting. Construction. Repair interior ceiling where roof leaked.

NEEDED RESOURCES: Purchasing. Contracting. Construction Contractor. DCD.

NOTABLE 2016 PROJECT ACCOMPLISHMENT TIMELINE

1ST QUARTER 2018	2ND QUARTER	3RD QUARTER	4TH QUARTER 2017
<ul style="list-style-type: none">•Receive Bids•Receive Quote from KCDA•Re-Post Bid•Re-do Site Walk	<ul style="list-style-type: none">•Contract with low bidder• Permitting•Construction•Repair inside spots as needed	Click here to enter text.	<ul style="list-style-type: none">•Submit Bid to Purchasing•Post Bid•Site Walk

Parks Report

April 2018

Stewardship/Volunteers

- Park stewards installed emergency locator signs at Guillemot Cove, North Kitsap Heritage Park, Illahee Preserve, Port Gamble and at the Hansville Greenway.
- Point No Point lighthouse opens to the public April 7th on Saturday and Sunday from 12:00 to 4:00 PM. Friends of Point No Point held their annual spring meeting with Dan Baskins as a guest speaker.
- The Beaver Pond viewing platform at Port Gamble Park is complete and Hope Trail rerouted.
- Spring cleanup and split rail fence along Harris Street completed at Angeline Park.
- Dog Park volunteers have repaired fences from down trees as a result of winter storms at Howe Farm.
- Cougar Knoll and Zeta trails rerouted at Banner Forest making them more sustainable.
- Split rail fence moved back from cliff at Anderson Landing Park. Due to the area's recent slide a warning sign to stay back from the 200' foot cliff is being installed.
- AES completed a survey of the north and west boundaries of Olympic View Park to assist in determining trail head locations.
- Many volunteers assisted in the park clean up at Wildcat Lake to get ready for opening day.
- Volunteers working with Arno to develop a Forest Management Plan for Coulter Creek Park.
- Numerous volunteers assisted in planting trees to the thinned area at South Kitsap Regional Park.
- Volunteer groups from Olympic and Huxley Colleges have adopted Erlands Point Park and are removing ivy.
- Stewards continue to remove invasive plants, replanting native plants in the Chico Creek Salmon Park.
- Stewards are replacing steps on the Viewing Platform at Lower Hawks Pond at the Hansville Greenway.
- Staff working with volunteers and park stewards to clear debris left by homeless encampment(s) at various parks, due to the amount of debris and cleanup required Parks has entered into an agreement with the KC Sheriff's Office to use the inmate labor crew.

Projects

- Wildcat Lake Park – footing poured for the shelter project.
- Howe Farm – Reconstruction of the entry barn door complete.
- South Kitsap Regional Park – pre-construction meeting set for the Romtec restroom project. Delivery of the kit is scheduled for mid- April. Trail construction is underway on the NRPA “Disney” trail, with volunteers assisting the installation of trail structures. Port Orchard Rotary has donated \$2,000 in support of the project.
- Silverdale Waterfront Park – bid is advertised for safety surfacing for the playground structures.
- Norwegian Point Park – RFP has been prepared for engineer/design/permitting plans for a fishing pier.
- Repairs made to the Salsbury Point Park playground boat- structures are back online for public use.
- 3,000 seedlings have been planted at SKRP due to the freezing weather the balance will be planted in November 2019.
- Forest restoration (thinning) on the westside of Coulter Creek scheduled for completion in December 2018 with tree planting Jan/Feb 2019.

Planning

- Staff met with Hansville Greenway Committee and Community Center representatives to begin plans for a new playground at Buck Lake.
- Two highway markers denoting “you are entering Heritage Park property”, along WA SR 104, have been installed.
- Heritage Park Planning and Boundary signs ready to be installed at existing road entry points, and along the park perimeter road boundary at Coulter Creek Heritage Park.
- Staff working on several RCO grant applications for playground updates as well as an Illahee Heritage Park land acquisition.