

**KITSAP COUNTY PARK ADVISORY BOARD
AGENDA
April 17, 2019
Long Lake Community Center
5448 Long Lake Road SE, Port Orchard, WA**

Welcome & Introductions

Adoption of the March 20, 2019 minutes

Opportunity for Public to Address the Board – 3- minute limit

Director's Report

Sub Committee Reports-

- Communications
- Parks & Property
- Finance Committee
- Visitor Services
 - Ebike policy discussion
 - Drone policy discussion

Park Stewardship Reports-

Old Business

New Business-

Adjournment

**NEXT MEETING
May 15, 2019
Eagles' Nest
1195 Fairgrounds Road, Bremerton, WA**

Parks Advisory Board Staff Report

April 2019

Projects

- Harper Estuary and Park Enhancement – DCD and Park staff conducted a third community meeting at the Colby Church to review concepts for park restoration improvements and potential play field use. A tree service has been hired to remove leaning alder trees near the parking and picnic shelter. Parks is awaiting bids for a pre-fab wooden pedestrian bridge to cross a creek and enable trail access to the historic brick clay pit. Further public and agency-partners' plan review will provide input for long-term park use and estuary protection. Parks received a County ROW permit to install shoulder barriers along Olympia Drive to prevent vehicle driving on the beach. Parks is awaiting cost quotes to purchase/install barriers. Project is funded with a WA Dept. of Ecology grant, due to be completed June 30,2019.
- Howe Farm Park – Staff is working with a grant from Great Peninsula Conservancy and REI Co-op to improve designated trails throughout the park and improve the boardwalk around the beaver pond.
- Port Gamble Forest Heritage Park -- Staff is working with EMBA on the site plans for the Ride Park trails construction. EMBA is applying for county grading permit. Trailhead parking planning and permit is ongoing. Park stewards are working on the completion of the plan-approved Secret Squirrel trail extension.
- Illahee Preserve – Park stewards have completed construction of the “Wetland Edge” spur loop trail. Staff is working on preparing interpretive signs which began with ideas from Olympic College students.
- 2019 restoration thinning operations Coulter Creek Heritage Park are expected to start in May.
- Flagging buffers and property boundaries for the FPA is completed for Wicks Lake Park.
- The bid package for the modular bridge has been posted with a response deadline of Tuesday, April 23, 2019. Bidding for the bridge installation will follow with a construction window of July 15 through October 31.
- The construction of the new maintenance shop at Wildcat Lake Park is under way.
- Staff working towards the removal of the old volleyball court at SKRP, in preparation for the new shelter. Small alder trees to be removal and brush to be cleared to widen and open this area up. Sand to be used within the parks system.
- Staff working to see how and when we can renovate the (2) ball fields at Bill Bloomquist Rotary Fields.
- Rock and landscaping improvements to the building at Island Lake Park in April and throughout the summer. Staff to work on a plan for the phase 1 entrance.
- Parks staff working with the WYA to remove invasive weeds, scotch broom and install plantings in various areas of the park at SKRP.

- Parks staff have completed overhauling approximately 80% the open lawn area by the playground at SKRP.
- Parks staff are working with Viking Fence towards backstop improvements and fencing improvements at Kola Kole Park, and slide replacement.
- System-wide – 5 vault toilets for Banner, Illahee, Newberry Hill, North Kitsap, & Salsbury. Quote for all (5) restrooms to be submitted on 4/12.
- Buck Lake Playground -
 - 4/10 – Playground equipment has been ordered, Construction slated for install on 3 June.
- SKRP – Staff met onsite on 2-7-19, to discuss/plan parking lot, playground and new restroom details, logistics and budgets. DCD staffing required the project be engineered. RFP went out and received on 4/4/19. Panel review on 4/9,
- Norwegian Point – Parks staff and PND to meet with community members to discuss PND findings and fishing pier options. Meeting set for April 30th. Public notification going out into the Hansville Log.
- Howe Farm Barn – AAA selected for sprinkler system proposal. Contract in review process.
- Anderson Point Parking Lot – Public Works staffing removed (9) trees and stumps, to be used in storm water projects. Permitting is required at this point, to establish (10) parking spaces. Bid for Thunderbird Arena - In contracts process.
- Parking Lot Lights Retrofit to LED lights – Staff began project 4/10/19. It is necessary modify the light encasement to fit the new LED bulbs.
- PA system upgrade at Lobe Field #1 – complete.
- Bleacher inspections and repairs under way

- Staff training this month:
 - a) WamCar – Maintenance Conference and Rodeo – January 2020. Billie and Dori working on speakers and sponsors.
 - b) CPR/1st aide – all staff. June. Jackson and Rachael will both get trained and certified to be our departmental training coordinators.
 - c) Jackson and Rachael attended the WRPA Conference in Vancouver on April 10th thru the 12th.

Planning

- Norwegian Point Fishing Pier Feasibility Study – Engineering Contractor, PND, is preparing presentation materials for a public briefing summarizing their bathymetric survey and concept pier design considerations on April 29 at the Hansville Community Center.
- Howe Farm Barn Sprinkler System & Fire Protection – Parks is awaiting contract approval for AAA Engineering to begin the engineering design and cost estimate for a water-main connection to service the barn's fire extinguisher system.

- South Kitsap Regional Park – Parks is selecting an engineering firm to detail the expansion of the parking area and site development requirements for a new restroom, kitchen shelter, and additional playground structures.
- Norwegian Point / Finn Creek – Wild Fish Conservancy is completing a feasibility study for the restoration of Finn Creek within the park's undeveloped areas. This study meets the requirements of the initial RCO park acquisition grant. Parks and County Stormwater will review for impacts to public use, and neighboring properties.
- Point No Point – Mid Sound Fisheries Enhancement Organization is assessing existing conditions and talking with stakeholders, to evaluate the potential for restoring the historic saltwater estuary, which would supersede the current freshwater wetland which is kept in place with an outflow culvert and tide-gate to Puget Sound.
- Coulter Creek Heritage Park -- Staff is awaiting selection and formation of a Public Access and Recreation Steering Committee to proceed with recreational planning recommendations, including Square Lake State Park and Calvinwood Retreat Center (currently leased by WA State Parks).
- North Kitsap Heritage Park – Park stewards have completed a Resource Management and Public Use Plan. Stewards plan to present their plan at the May PRAB meeting. Stewards are conducting their spring visitor survey with on-site user interviews.
- Draft Forest Stewardship plan for Wicks Lake is under review by community members and stakeholders. A community meeting/site visit is scheduled for April 25 at 5 pm.
- Forest Stewardship planning for Banner Forest Heritage Park has an emphasis on educating park stewards. The emphasis is on the benefits and science of ecological forest management. Anticipate draft plan in Q4 of 2019.

Volunteer Coordinators

- 2019 annual stewardship gathering was a success. Greatly appreciate Ani Gatz and Travis Buell taking the time to speak at the event. Stewards spent the evening collaborating, celebrating this past year in the parks, and discussing future projects.
- NKHP had a work party 3/9/19 where they were able to successfully plant 600 trees on the property.
- Port Gamble has continued to work on Secret Squirrel Trail and had a successful work party with approx. 50 volunteers, volunteers from Bainbridge's Gear Grinders club a middle school and high school mountain bike club came out to lend a hand.
- Point No Point Docents held their annual season kick off meeting 3/23/19 before the start of the season in April. A work party will be held 3/28/19 to get the lighthouse clean and ready for visitors.

- A new interpretation sign was constructed by the water at Keyport Saltwater Park education visitors about birds that can be found there. The stewardship group has been hard at work removing invasive species including ivy.
- Newberry Hill – volunteers continued work on a foot bridge near the blue gate (3/23). A navy group of 10-20 volunteers will begin attending work parties on a reoccurring basis starting in April.
- Chico Salmon Park – work party on 3/2 was well attended, with trail maintenance and invasive species removal being the priorities. Water quality monitoring was a great educational component of the event.
- Illahee Heritage hosted the Washington Youth Academy for a full day of volunteering, spreading chips on multiple trails.
- Anderson Landing – March Work Party focused on moving gravel to some of the harder to reach sections of trail, along with improving drainage at multiple locations.
- Howe Farm – Stewards had their first meeting of the season on 3/13. Productive meeting, with garden plans, day of caring projects, and recruitment for stewardship group all being covered. Engagement opportunities with Olympic college students were also discussed. Field trip for students out to Howe Farm planned for May 16th, coordinating with Amy Lawrence.
- Harper Park – Recruitment for the stewardship group at Harper Park continues, with plans for an afternoon, introductory work party on Saturday, April 20th
- Banner Forest – Completed a site walkthrough with Erik Pederson, Great Peninsula Conservancy, spent time going over GPC priorities for site and discussing joint work parties out at Banner Forest in the future. Stewards completed a short reroute along the gamma trail on 3/9 to address drainage issues. Old section of trail was decommissioned and replanted.
- South Kitsap Regional Park – Publicity materials posted on park kiosk, developing additional recruitment strategies for SKRP.

Events

Events - Operations Division

- April Events - PSNS Helper Trainee Interviews, RAGS, Falcon Gun Show, Water Festival, Lakeside Paving Field Trip, Bangor Job Fair, Just Between Friends, Rabbit Show, FFA Jr. Livestock Auction, Blooming Bazaar.
- New Events – Tire Collection – May, Salish Fundraiser – June, Dog Show – September

Staffing

- Posted the (2) vacant M&O Worker positions in the parks. Filled (1) position. Working to fill the second.
- Operations Fairgrounds -
- 5 extra help hired for summer.
 - Trainings - 1 Staff attending WRPA Conference.

- Washington Maintenance Conference & Rodeo planning under way for January 2020
- Safety Training Plan in process