



## KITSAP COUNTY PARKS ADVISORY BOARD MEETING

**DATE:** Wednesday, November 17, 2021

**TIME:** 6:00 PM - 8:00 PM

**LOCATION:** This meeting will be conducted via **Zoom**.

Join Zoom Meeting: [Click Here](#) or Dial: 1-253-215-8782

Meeting ID: 847 3319 5149 Passcode: 079891

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Remarks for the beginning remote advisory group meeting.

- I. Welcome & Introductions
  - II. Adoption of the October 20, 2021 Minutes
  - III. Opportunity for Public Comment (3-minute limit/person)
  - IV. Special Presentations/Reports
    - a. None
  - V. Parks Report
    - a. Director's Report – Alex (10 minutes)
    - b. Capital Improvement Plan – Alex (20 minutes)
      - i. 2022 PAB Positions: Nominating Committee – Board (10 minutes)
      - ii. Sound-To-Olympics Advisory Committee – Alex/Board (10 minutes)
      - iii. 2022 PAB Priorities
  - VI. Sub Committee Reports
    - a. Community Outreach
    - b. Parks & Property
    - c. Visitor Services
    - d. Park Code
  - VII. District Representative Reports:
    - a. Old Business
    - b. New Business
  - VIII. Adjournment
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Alex Wisniewski, Director

# Director's Report

**Date:** 10/20/2021  
**To:** Parks Advisory Board  
**From:** Alex Wisniewski, Parks Director

## Administration Program

### Staffing

A resolution recognizing the changes to Parks staffing positions, as presented to the BoCC on June 16<sup>th</sup>, will be brought before the Commissioners by Human Resources at the August 9<sup>th</sup> meeting for official adoption. These changes will allow the Parks department to refill positions which have been unbudgeted in the 2021 budget due to COVID-related financial impacts. Current status of hiring vacant positions:

	<b>Position</b>	<b>Status</b>
1.	Office Support Specialist	Hired. Start Date: 7-19-2021
2.	Events Coordinator	Hired. Start Date: 8-16-2021
3.	Volunteer Coordinator	Hired. Start Date: 9-13-2021
4.	Parks M&O Supervisor	Hired. Start Date: 9-13-2021
5.	Fiscal Support Tech	Hired. Start Date: 9-20-2021
6.	Events Specialist	Final interview scheduled
7.	Office Support Specialist	Application screening underway
8.	Public Relations & Communications Coordinator	Job posting in process
9.	M&O Crew Supervisor	Job posted
10.	M&O Crew Supervisor	Job posted
11.	Planner	Job posting in process
12.	Capital Projects Supervisor	Position classification under review
13.	Volunteer Coordinator	Job posting target: December
14.	M&O Worker	Job posting target: January
15.	M&O Worker	Job posting target: January
16.	M&O Worker	Job posting target: January
17.	M&O Worker	Job posting target: January
18.	Office Support	Job posting target: January

## Capital Projects Program

### Port Gamble Forest Heritage Park – ride park and parking lots

Phase 1 of ride park construction continues to be in-process but is nearing completion. Phase 2, which contains the majority of the project scope, will begin during the winter months and will last well into 2022.

## Events and Facilities Rental Program

### Events and Rentals

We officially started accepting event applications for 2022 on October 1 and have issued over 150 event permits to date. Event applications continue to come in daily, filling the calendars for community buildings, athletic fields, fairgrounds, and park events.

Park Events	28 Event Permits Issued
Community Buildings	80 Event Permits Issued
Fairgrounds	49 Event Permits Issued
Total (so far...)	<b>157 Total</b>

### **Athletic Field Rentals**

Staff have conducted meetings with athletic renters is now working on long-term user agreements with each organization, which has been highly desired by both staff and the user groups for a number of years. Staff is working toward having the long-term agreements in place for 2022.

### **2021 BOCC Sponsored Events**

Event Staff supported the operations of the BoCC-sponsored Veterans Day Celebration on November 11 in the Kitsap Sun Pavilion and are eagerly looking forward to helping the BoCC sponsored Toys for Tots event in December.

### **Kitsap Fair and Stampede Association**

Staff met with the Kitsap Fair and Stampede Association to conduct a post event recap for 2021 and initiate the planning process for 2022. With a new Fair Director, Rich Nestor, on board for the next County Fair, Parks looks forward to continuing its partnership with the Kitsap Fair and Stampede Association.

## **Maintenance & Operations Program**

### **Playgrounds and Park Improvement Projects**

In October, the installation of new Fibar softfall protection was completed in playgrounds across the park system.

Staff have been busy renovating picnic tables and BBQ's for next year's park season.

Park staff installed an ADA pathway at South Kitsap Regional Park in the spring when the new playground was installed. Now, the path has been extended to the new picnic shelter, connecting the shelter, playgrounds, and restroom to the park sidewalk.

### **Pruning, Leaf Season, and Vegetation Control**

Starting in November, staff will be working on tree pruning and chipping. This effort will be approached 'one park at a time' to better take advantage of staffing teams and focus. This work is overdue and will help provide better safety and healthy tree management. This project will be ongoing throughout fall.

With recent rains and winds, Parks staff have also been focusing on leaf mulching and collection, as well as keeping park storm drains free of debris. Downed trees from storms will be an ongoing challenge for staff as this winter season progresses.

Parks staff have begun the task of removing blackberries, debris, and other vegetation from two different areas within Veterans Memorial Park to help open up site-lines, remove invasive plants, and reduce 'hidden spaces' to improve safety.

### **Fairgrounds Security**

A new fence chain link fence was installed in Field 5 at the Fairgrounds and Events Center. The new fence line separates the new maintenance building area from the



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Alex Wisniewski, Director

Thunderbird Arena parking area to help differentiate the two areas. The fence will provide an added layer of protection for Parks maintenance vehicles and equipment.

### **Kitsap Leadership**

Parks is working with Kitsap Leadership on a pilot project that would provide sharps containers to select park locations. Kitsap Leadership will fundraise for the project and is working with Parks staff on site selection and container choice.

## **Natural Resources Program**

### **Forestry**

#### ***Square Lake Park***

Ecologically focused selective thinning efforts at Square Lake Park are completed. Volunteers will be planting the tree seedlings that were ordered for Square Lake and several other parks; planting will begin in January.

#### ***2022 Restoration (Selective) Thinning Projects***

Two selective thinning projects are scheduled for 2022 with the first being the remaining 37 acres at Square Lake Park on the southside of Lake Flora Road; the second project with approximately 70 acres is at Wicks Lake Park. The Forest Practice Application for South Square Lake has been submitted to Department of Natural Resources (DNR) and approval is expected by mid-December. Thinning operations at Square Lake are anticipated to start in February 2022. The Wicks Lake project is expected to start in June 2022.

### **Volunteerism and Stewardship**

#### ***Work Parties***

Staff coordinated and supervised a record 20 work parties in October; highlights included:

- Chico Salmon Park – site preparation for Salmon Days event
- Erlands Point Park – site preparation for Salmon Days event
- Nick's Lagoon – invasive blackberry and other brush removal and painting over graffiti
- Other work parties were held at various locations including:
  - Chico Salmon Park
  - Nick's Lagoon
  - Erland's Point
  - North Kitsap Regional Park
  - Banner Forest Heritage Park
  - Port Gamble Forest Heritage Park
  - Newberry Hill Heritage Park
  - Olympic View Park
  - Quiet Place Park
  - Veterans Memorial Park

### ***Trails and Partnerships***

Washington Trails Association completed trail work at North Kitsap Heritage Park to address some drainage issues. WTA will work at Port Gamble Forest Heritage Park for the in November and December to re-establish trails lost during the latest timber harvest.

Through a partnership with Evergreen Mountain Bike Alliance, the redevelopment of the Ranger Corridor trails at Port Gamble Forest Heritage Park are now complete; a grand re-opening of the trails event was held on November 7<sup>th</sup>.

### ***Kitsap Salmon Tours***

Both Volunteer Coordinators completed the Salmon Docent training through Western Washington University Extension and served as site leads at Erland's Point Preserve and Chico Salmon Park during the Kitsap Salmon Tours event on November 6<sup>th</sup>.

### ***Homeless Encampment Clean-Up***

On October 22<sup>nd</sup> and 23<sup>rd</sup>, a multi-agency clean-up event was held at Veteran's Memorial Park. The total volume of trash and debris removed from the park from abandoned homeless encampments was over 28,000 pounds. This event was held in partnership with the Parks Department, US Navy, Kitsap County Stormwater, Northwest Hospitality, and Kitsap County Human Services. Clean-up events at Veteran's Memorial Park have been recurring every few months dating back to 2020; this most recent effort recorded 102 participants over both days.

### ***Orca Recovery Day***

Kitsap County Parks partnered with Kitsap Conservation District to help host volunteer events for Orca Recovery Day. Parks hosted 6 of the 8 total projects throughout Kitsap County. The volunteer work party events included invasive species removal, planting native plants, trash removal, and cleaning of culverts to assist with fish passage. Harper Park, Newberry Hill Heritage Park, North Kitsap Heritage Park, Port Gamble Forest Heritage Park, Banner Forest Heritage Park, and Veterans Memorial Park were the sites selected for this year's event.

## **Planning Program**

### **Port Gamble Forest Heritage Park - master plan**

The past month has been dedicated to meeting with community focus groups to share the proposed alternative spatial plans to gain feedback to help guide the process toward a preferred alternative. Additionally, a survey was constructed to also help gain needed insight from the public and is live on the project website.