

KITSAP COUNTY PARKS ADVISORY BOARD
March 15, 2023
MEETING MINUTES

The meeting was called to order at 6:01 PM by the Parks Advisory Board Chair, Joanne Clark. Guidelines of the hybrid Advisory Board Meeting were read.

WELCOME AND INTRODUCTIONS

Addition to agenda- NKHP Stewardship Group second special presentation from Joe Lubischer

- **APPROVAL OF MINUTES | ACTION:** *Jon Pearson motioned to approve February 15, 2023, meeting minutes. Linda Berry-Maraist second motion. Minutes approved.*

- **PUBLIC COMMENT**
 - Carol Price, Kitsap County resident, - Provided bibliography on research on amphibians and small mammals crossing asphalt and trails. Request to include this document as part of the PAB records for this meeting. In part to comment on STO.
Also provided an article behind the lawsuit that closed Oregon's Mount Hood Ski Bowl Bike Park. Due to previous medical emergencies that have occurred at PGFHP requests the Board, the Director and Parks Planner carefully consider how the PROS Plan deals with usage rules on the trails of our County Parks.

 - KC Patton, Kitsap Aircraft Radio Control Society, provided report on recent club member involvement at park work parties to clear scotch broom and plant trees at PGFHP

- **SPECIAL PRESENTATIONS-**
 - Joe Lubischer, NKHP Stewardship Group | 2022 Wetland Restoration – Norman Creek. Provided a briefing on this four-year stewards project. Presentation included photographs of the project's progress and results.

 - Alex Hardy, Parks Events and Marketing Supervisor | Provided an overview of new reservation software, RecDesk, for facility rentals and special park event reservations, purchased in May 2022 and launched in September 2022. Before RecDesk, Parks Department booked and tracked facility rental activity in-house using Microsoft Suite programs. This new software has streamlined internal operations and provided a better interactive public interface. Many features have enhanced the experience for the customer and staff. The online payment portal is a considerable advancement in collecting rental fees and improving security for financial transactions.

- **DIRECTOR'S REPORT**
 - Announced Capital Projects Planner, Matt Oxford has resigned as of March 15. Loss of this position will slow progress on the Capital Improvement Plan update and associated projects.

 - Capital Improvements Project – High Priority
 - Point No Point Park Coastal Erosion Restoration
 - Parking lots at PGFHP

 - Maintenance and Operations –
 - Parks and facilities seasonal opening April 1, 2023
 - Long Lake maintenance building recent break-in. Minimal loss but speaks to the storage and security challenges for Parks vehicles, equipment, and tools.

 - Natural Resources –
 - Forest Stewards Training – second annual Forest Stewards training began March 15. This 4-day training includes classroom and field sessions led by Natural Resources staff.

 - Parks, Recreation, and Open Space Plan Update- Parks published an RFQ in November 2022 and again in January 2023. SCJ alliance has been selected for consulting services. Project start date is set for April 1, 2023.

- **SUB COMMITTEE REPORTS** –No subcommittee reports
- **DISTRICT REPRESENTATIVE REPORTS**
 - Linda Berry-Maraist reported Port Gamble Stewards met on Monday, March 13. Anticipated grand opening for Ride Park is June 10, 2023. Stewards discussed Brush Leases and process for requesting additional funds. Request for follow-up meeting to discuss the structure of the Parks non-profit to understand and learn if it could better fit the needs of the stewardship groups.
 - Larry reported Banner Forest is adding one more day of stewardship work. Work parties happen on 4th Thursday of each month. February event was canceled due to ice.
 - Nancy Whitaker reported Newberry Hill Heritage Park stewardship meeting on March 16 and work party scheduled for Saturday March 18.
 - Amy Lawrence report Chico Salmon Park has a RV trailer parked for extended period. SeeClickFix app used to report issues to Kitsap 1.
- **OLD BUSINESS**
 - Joanne Clark inquired about the location of the Port-a-let at Olalla Boat Ramp.
- **NEW BUSINESS**
 - Silverdale Rotary Club meeting at Silverdale Waterfront Park discussion regarding management and care of the flag. American Flag violation due to no lighting.
- **ADJOURNMENT | ACTION:** *Nancy Whitaker moved to adjourn the meeting. Larry Walker seconded the motion. The meeting was adjourned at 7:06 PM.*

PARKS ADVISORY BOARD ATTENDANCE

PAB MEMBERS	STAFF	PUBLIC
Joanne Clark, Chair	Alex Wisniewski	Carol Price
Larry Walker	Alex Hardy	K.C. Patton
Nancy Whitaker	Brain Hauschel	Joseph Lubischer
Amy Lawrence	Chuck Cuzzetto	
Jon Pearson	Dee Tuttle	
Amy Smalley		
Linda Berry-Maraist		

