

# KITSAP COUNTY PARKS ADVISORY BOARD

## August 21, 2024

### MEETING MINUTES

The meeting was called to order at 6:04 PM by the Parks Advisory Board Chair, Larry Walker. Guidelines of the hybrid Advisory Board Meeting were read.

#### WELCOME AND INTRODUCTIONS

**APPROVAL OF MINUTES | ACTION:** *Lisa Hurt requested correction to Joe Lubischer's comment made during second Public Comment period. Linda Berry-Maraist motioned to adopt July 17, 2024, amended meeting minutes. Dawn Dockter seconded the motion. Minutes approved as amended.*

#### PUBLIC COMMENT

- Joe Lubischer – Indianola resident. Interest in budget process. Requesting draft CIP be made available for public review. How will the staff list of other projects and expenses for the different parks be interfaced with the CIP or O&M expenses?  
Parks Director responded that the CIP has not been updated. Current budget process is referencing CIP that was approved in November 2023. Draft budget utilizes the dollar amounts from the previously approved CIP. CIP will be updated in November 2024; Budget is approved in December 2024.
- Doug & Karen Miller – Wynn Jones Road residents. Wynn Jones Park is looking great. Lots of volunteer work. Three big issues that are impacting the neighborhood
  - Signage- No signs for Wynn Jones Park. People don't know where park entrance is. Park visitors typically use private driveways to turn-around in attempt to find park. Request signage to direct people to trails and other facilities.
  - No obvious parking – map online indicates parking spot which accommodates one small car. When this spot is used it blocks the trail access. Park visitors park on roadside and lay-bys which causes traffic issues. Propose parking be established at bottom of lower Wynn Jones Road. This could accommodate four to six vehicles.
  - Request for lighting at intersection where the park begins. Area has been subject to vandalism and illegal dumping. Recent vandalism of neighborhood mailboxes.
- Amy Sutton – Avid user of Port Gamble Forest Park for 20+ years. Visits the park for dog walking and horse riding. Appreciates new trails, new parking lot and horse trailer parking. Shared that her experience in the park with various user groups is invariably a positive experience. This park is truly a joy for all. Suggests a Mounting Block be added to new parking lot.

#### SPECIAL PRESENTATIONS/REPORTS- NONE

#### PARKS REPORTS

##### DIRECTOR'S REPORT

- Admin Program –
  - Budget development overview of one-time expense items. Board engaged in discussion on the expenses listed in Director's Report packet.
- Capital Project Program –
  - Point No Point Beach and Shoreline repair project updates. Phase 1 concluded at the beginning of 2024. Staff have been working to finalize the design and permit process for Phase 2 work. This Phase requires a lot of permitting because it will coordinate with the WDFW specific time frame (Fish Window) that allows work to occur at the shoreline or in the water. That time frame is August 15 – October 15. Permits are pending. Looking at a modification for the Phase 2 work to allow work that isn't at shoreline or in the water to continue and open the park parking lot as soon as possible. Unfortunately Phase 2 will not be completed in 2024.
  - HVAC system replacement for Eagle's Nest and Park's Office building has been delayed again. Units are ready to be shipped.
- Marketing & Events Program –
  - Subcommittee will meet in early September to discuss Policy and Fees updates. Discussion will

be brought to PAB at September meeting.

- Maintenance & Operations Program –
  - Kudos to all staff for all the hard work to pre the Fairgrounds and facilities for the Kitsap Fair and Stampede event. Grounds and facilities look great for event. Staff were treated to a BBQ for their work
  - Fairgrounds Pavilion building was broken into earlier this month, \$35,000 worth of special event equipment was stolen out of the storage wing of the building. The theft was reported to Kitsap Sherriff's Office and County Risk Management. Parks staff pivoted quickly to help support the County Fair event as this stolen equipment is utilized to distribute power to the vendor booths at the Fair event. Parks is working with County IT Department and Sheriff's Department to have security cameras installed at the Fairgrounds. Parks security issues are being recognized as a priority.
  - Horseshoe Lake was closed for a few weeks due to a cyanobacteria algae bloom in the water. Kitsap Health District monitors the lake water safety and notifies Parks if closures are needed. Horseshoe Lake Park was reopened August 2<sup>nd</sup>.
- Natural Resources Program –
  - Volunteer Program is going strong. Height of trail maintenance and invasive species removal season.
  - Discover Kitsap events are well attended. Next event occurring August 27 at Illahee Preserve.
  - NR Planning – staff are gathering and processing historical management information, identifying data gaps, and management needs within our parks system. The result of this effort will create a systemwide natural resources management plan.

Question – What jurisdiction or agency manages lakes?

Answer- Most bodies of water/lakes are managed by State of Washington.

- Planning Program –
  - PROS Plan Update– received draft, staff reviewed and requested edits.

## **SUBCOMMITTEE REPORTS – NONE**

- Events Fees and Policy subcommittee to meet early September.
  - Linda shared concerns about the survey information regarding proposed increase for Port Gamble events. Suggests subcommittee and PAB have a discussion around the purpose of the fees. Are these fees intended to cover staff time, to encourage or discourage events? What is the overall balance when the use is on trails that are maintained by volunteers?
  - Lisa provided comments regarding the profits made by the organizations hosting events at Port Gamble.
  - Parks Director provided explanation on the proposed fee structure. Fees would reflect the volume of impact on the park. Large participation events have large impact on the park facilities, and other park users. Current system only charges a small admin fee.

## **DISTRICT REPRESENTATIVE REPORTS**

- Port Gamble Park report –
  - Subcommittee working on detailed update on the inner way finding trail signage.
  - Fire District reported recent storm resulted in lighting strike at Port Gamble Park. Poulsbo Fire Department got it under control. Concerns about logging road connection and access to a portion of the park if there were a fire down there.

Parks Director shared the Poulsbo Fire did access the location and it has been managed. Irene and Kevin are reaching out to Poulsbo Fire to determine exactly how they accessed the location, which gate they used and to engage in a discission about how to access the southern portion of the park because the 2100 Road is no longer available to Parks and Emergency Services.

- South District Report –
  - Lots of activity in the parks. Projects at Wynn Jones are being finalized. Vandalism and parking issues are being addressed.

**PUBLIC COMMENT –**

- Parks Director read a public comment received via email from Scott Johnson, regarding a request for a Fishing Dock to be installed at Wildcat Lake Park.
- Carol Price –
  - Ride Park fees should be raised.
  - Shocked that a Gun Show is allowed at a public park. Seems inappropriate.
  - Shellfish harvesting happening on Gamble Bay at the Bluff trail. Recent report said that shellfish is not safe to eat.
  - Enjoys working on Bluff trail and recently saw a doom sider web.
- Joe Lubischer-
  - Is the operational budget that has been submitted, available on the website? Or can you make it available to the public?
  - Generally, in support of the environmental assessments that are being proposed. Is there a write up about what specifically the plans is? Regarding the cost, \$50 per acre, seems cheap.
  - Stewardship groups should be involved in the assessment work. Educating them and collecting their observations is invaluable.

Adjournment | **ACTION:** *Linda Berry-Maraist moved to adjourn the meeting. Dawn Dockter seconded the motion. Motioned carried. The meeting was adjourned at 7:31PM.*

**PARKS ADVISORY BOARD ATTENDANCE**

PAB MEMBERS	STAFF	PUBLIC (In Person)
Larry Walker – South	Alex Wisniewski - Director	Online public attendee names not captured
Lisa Hurt - North	Irene Weber – Natural Resources Program Supervisor	
Linda Berry-Maraist - North	Chuck Cuzzetto – Public Relations & Communications Coordinator	
Dawn Dockter - South	Dee Tuttle – Office Support Specialist	
Nancy Whitaker - Central		

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