

North Kitsap Trails Association

Board of Directors Regular Meeting

February 27, 2020

Directors in Attendance: Amy Sutton, Linda Berry-Maraist, Patsy Bryan, Duke Bourgeois, Doug Maraist, Caroline Perisho, Deborah Weinmann, Don Willott

Directors Absent: John Kuntz, Evan Stoll

Recording Secretary: Doug Maraist

A. Business:

1. Call to Order - Agenda Review

The Board of Directors meeting of the North Kitsap Trails Association was called to order by President Amy Sutton at 4:42 P.M. on February 27, 2020.

2. Consent Agenda:

MOTION: Patsy Bryan moved to approve the December 2019 minutes.

Seconded by Caroline Perisho.

Approved Unanimously.

MOTION: Deborah Weinmann moved to approve the January 2020 minutes.

Seconded by Caroline Perisho.

Approved Unanimously.

3. Treasurer's Report

Duke Bourgeois discussed the reconciliation of the records. There was a postal box fee problem that Duke Bourgeois took care of personally. To avoid this issue happening again, Amy's contact info will be added to the account records. Account balance is recorded in the amount of \$38,341.46.

MOTION: Patsy Bryan moved to approve the Treasurer's Report submitted on February 27, 2020.

Seconded by Don Willott.

Approved Unanimously.

B. Reports - Committees/Projects/Updates

1. President's Report:

- a) **Meeting notes** with County Commissioner Rob Gelder on January 31, 2020 - **UPDATE:**
 - i. **Sewer Treatment Plant Road** – **UPDATE:** There was no follow-up reported at this time. NKTA had mentioned to Commissioner Gelder that it is unclear where/what the funding for the county's abandoned road/trail project in NKHP was re-appropriated for and NKTA lobbied that it should be reallocated for other trail building project(s) in the NKHP. Commissioner Gelder noted that he would investigate it.
 - ii. **PGFHP Master Plan** – **UPDATE:** There was no follow-up reported at this time. NKTA had lobbied to be a "Community Representative" on the County's RFQ selection board/ review panel as well as the Master Planning committee. Commissioner Gelder was non-committal on this issue.
 - iii. **Update to STO Maps** – **UPDATE:** Paper copies of the latest STO route revisions near Poulsbo and proposed alternative route(s) to avoid the wetlands at the Divide Block heading from NKHP to PGFHP. Linda Berry-Maraist reported that the electronic PDF of these maps were sent to him. NKTA to follow-up with more field info & evaluation on this and other alternate routes (see STO Divide Route update). No date was set for the committee to continue this task at this time.
 - iv. **STO Signage** – **UPDATE:** Graphic design of STO "logo" was presented and Commissioner Gelder indicated appreciation of them. There was no additional follow-up reported at this time.

- v. **NKHP Master Plan public comments status** – UPDATE: No Task or Action was discussed. NKTA lobbied Commissioner Gelder to create equity and transparency with the NKHP Steward’s plan as well as the incomplete “public comment” process and the County’s Parks Commission expedited approval process of the Steward’s proposed plan. See other NKHP Updates.
- b) **NKTA Goals & Projects 2020:** Amy Sutton suggested that each NKTA board member reflect on the Goal discussions from the January annual meeting and that each board member should consider taking on a small or large task or committee item.
- c) **REI Grant Proposal - Projects:**
 - i. **PGFHP:** Evan Stoll is leading this task & is corresponding with Joe Impeccoven from REI. He is drafting up a short project description with a focus on “all things STO trail related”. Board discussed:
 - STO “way-finding” signage within the park;
 - STO trailhead/roadside signage at the road crossings;
 - Upgrades to the Shoreline Trail including split rail fencing @ bluff’s edge;
 - Benches (tables?) at 1 or 2 locations that are Gamble Bay viewpoints;
 - Historic signage (like at Millie’s Trailhead) at the parking lot.
 - ii. **NKHP:** Discussed restoration of Norman Creek channel at the regional trail crossing.

2. Heritage Park Updates:

- a) **Port Gamble Forest Heritage Park (PGFHP):** Linda Berry-Maraist reported that the Steward’s meeting will be on Monday March 9, 2020. Don, Evan & Doug will be in attendance to update the County and Stewards regarding the STO & PFD Grant discussed elsewhere in these minutes.
 - i. **Kitsap Community Foundation Funding Update:** No action or tasks were discussed at this time and more information will be forthcoming.
 - Linda Berry-Maraist reported that the Ride Park still does not have the necessary permits.
 - ii. Progress on access to trails and trail improvements/repairs continue, including the Aviary Trail and Ranger Trail. It was noted that the “rogue” trail builders have been approached by Stewards to “partner” on the redesign /solutions of Ranger Trail.
 - **Upcoming PGFHP Work Party(s):** Doug Maraist proposed a 2020 schedule of NKTA sponsored work parties on the following dates:
 - ◇ **Earth Day** - Saturday, April 18, 2020 at 9 AM (Earth Day is Wed. 22nd). Meet at the Bayview parking area where workers will access the Shoreline Trail worksite. This work will be in conjunction with an Evergreen work party (location TBD). NKTA will provide coffee & lunch for the workers.
 - ◇ **National Trails Day** - Saturday, June 06 at 9 AM. Meet at the Bayview parking area where workers will access the worksite. NKTA will provide coffee & lunch for the workers.
 - ◇ **REI Opt-Out Day** - Friday, Nov. 27, 2020 at 9 AM. ****TBD** if NKTA will lead this one or just provide lunch.
 - **PGFHP Horse Trailer Parking:** No action or tasks were discussed at this time. Linda Berry-Maraist and Duke Bourgeois met at the old model airplane lot to create a temporary plan to improve horse trailer parking for 3-4 horse trailers. The backcountry horsemen will be supporting this project by doing the work and providing signage and materials.
 - ◇ PGFHP Hitching Post: Backcountry horsemen’s project will provide & install the materials and signage. The plan needs the Stewards and Parks Dept. approval.
 - iii. **PGFHP Trail Maps** have been revised & Linda Berry-Maraist will get printing task completed.
- b) **North Kitsap Heritage Park (NKHP):** Linda Berry-Maraist reported for Evan Stoll who has reviewed the revised NKHP Master Plan and noted “no changes” in the appendices”.
 - i. He also noted that the Public Comments on the Master Plan were reissued by the County, but still have several individual’s comments missing from the records.

- ii. Don Willott reported that at a recent Commissioner's meeting (with Parks), Commissioner Gelder made a public statement that there would be another Public Comment Period on the revise NKHP Master Plan.
- iii. It was also mentioned that Great Peninsula Conservancy (GPC) is being lobbied by the NKHP Stewards for GPC to go on public record opposing the STO route thru the NKHP.
- iv. The NKHP Stewards have developed a list of projects for 2020. See REI Grant Update for info.

3. Vice-President's Report:

a) STO Update:

- i. **REI Grant:** See other updates in PGFHP briefing elsewhere in these minutes.
- ii. **Trail Scouting & Re-routing:**
 - Meeting with Commissioner Rob Gelder – See other updates in President's Report.
 - Doug Maraist reported that Commissioner Rob Gelder mentioned that he would like to walk the Divide Block alternate route(s) with NKTA, but he needs at least 2-weeks' notice prior.
 - NKTA's Rerouting Committee will continue efforts to scope a good alternative, which includes the "Sand Pit" route alternative. Next site walk has not been scheduled at this time.
- iii. **STO Trail Signage:** Doug Maraist presented STO signage graphics to begin signing/tagging the trail route as follows:
 - Signage styles will replete the ODT's trail markers in order to have a coordinated and aesthetic similarity for the whole West Sound & Olympic peninsula route.
 - Sign types will be "way-finder" markers for the trail users & larger (18"w. x 24"ht.) metal/plastic signs for the trailheads & visible at road crossings.
 - The STO trail logo, the Rails2Trails logo & the Leafline logo will be installed onto the "way-finder" signs. Other logo's like KC Parks, City of Poulsbo & Bainbridge Island will be installed on the larger trailhead signs, depending on the location.
 - The flat green fiberglass "blade" way-finder sign will be mainly used at PGFHP to match the existing ones already used as station point markers at trail intersections. These will be the temporary signage until the STO construction is completed.
 - The permanent "way-finder" sign is a 4" x 4" wood post with the various logo/tags securely mounted with directional arrows. These will be located mainly at trail intersections.
 - STO Maps will be installed at kiosk locations showing the N. Kitsap and Bainbridge region.
 - Intent is to place the signage in locations this summer in areas that the trail is installed, IE:
 - ◇ Bainbridge Island @ Ferry to High School Road
 - ◇ Poulsbo Lincoln Road & Noll Road;
 - ◇ PGFHP along the proposed route of the feasibility study.
 - Other locations where STO will share a low volume county road (green blade sign) at:
 - ◇ Poulsbo's Fjord Drive to County's Lomolo Drive from SR 305;
 - ◇ County's Stottlemeyer Road to Port Gamble Road;
 - ◇ County's West Kingston Road to Norman Lane.
 - Doug Maraist will research pricing of these signs to present to Board. These signs may be budgeted into the REI Grant (see President's Report above).
 - Don Willott reported that a custom metal STO sign is being fabricated for the Winslow Way start point of the STO on Bainbridge Island.
- iv. **SR Hwy. 305 Update:**
 - Johnson Way Roundabout: As reported before, the passage of Initiative 976 (\$30 car tabs) has placed this project on hold. Linda Berry-Maraist reported on her meeting with Poulsbo's Mayor Becky Erickson, who said the project is still a "GO", but city is awaiting bid advertisement until WaDoT gives a green-light.

- Day Road Roundabout: It is uncertain if the Bainbridge Island Land Trust will allow SR 305 ROW encroachment by WaDoT's Day Road intersection design.
 - b) **"LEAFLINE" - Central Puget Sound Regional Trail Coalition:** Don Willott was asked to sit on the Leafline Leadership Committee.
MOTION: Linda Berry-Maraist moved to approve the appointment of Don Willott to sit on the Leadership Committee of Leafline's regional trail coalition.
Seconded by Duke Bourgeois.
Approved Unanimously
 - c) **PGFHP Planting & Restoration at Clear-cut(s):** Discussed but there is no additional info. to report on at the Viewing Platform. Don Willott will attend the Steward's meeting to brief on an update.
 - d) **Other VP News:**
 - i. Don & Judy Willott: were recognized for long term community service at the Bainbridge Island Land Trust's annual meeting on Friday, 01.31.20. NKTA Board Members were in attendance.
 - ii. Don & Judy Willott will be hosting a table at GPC's Annual Fundraiser Dinner on April 30, 2020. NKTA logo along with Leafline will be added to the evening's credits.
4. **Peninsula Water Trails:** No update. Board deferred any action on John Kuntz's funding request for the Kera's Project until additional information of this year's event is presented.
5. **K.C. Non-Motorized Committee Meeting:**
- a) Deborah Weinmann reported on a recent community meeting regarding lack of public access and a trail network development in the Coulter Creek preserve and an area call Church Camp.
 - b) **Kitsap County revised 2020 TIP:** As reported before, the approved TIP reflects the decline in public funding available. **Board members** are encouraged to review it at:
<https://www.kitsapgov.com/pw/Pages/Project-Planning-.aspx>.
6. **Communications:**
- a) Board authorized a max. of 5.0 hours to update the security program on NKTA's existing website.
 - b) NKTA's new WIX Website: Committee presented graphic representations of what will be NKTA's new website design, showing a very clean & simple front page with pulldown links. It is estimated that it will take Evan Stoll a few months to complete the task of building the new website.
 - c) Work on Google cloud services for non-profits continues along with website research.
 - d) Revamping NKTA's brochure and work on NKTA's Operations Manual was not discussed.
7. **New Business:**
- a) **KC Parks Commission:** Linda Berry-Maraist applied and was appointed to the Parks Commission.
 - b) **NKTA's Tool Trailer:** Trailer signage needs to be installed and one tire is flat.
 - c) **Board COI Forms:** All current board members have signed their Conflict of Interest forms.
 - d) **Kitsap Water Festival:** 25th anniversary on Tuesday April 14th
 - e) **Great Give:** NKTA has been signed-up as a recipient for the annual fundraising event.
 - f) **KC Commissioner's Conservation Future Fund:** Applications due March 1st for land acquisition.
 - g) **North Kitsap Trails Association Board Mtg.:** Next regular meeting will be on Thursday, March 19, 2020 at 4:30 in the OPG main floor conference room located: 19950 7th Avenue NE, Poulsbo.
MOTION: Duke Bourgeois moved to adjourn the meeting.
Seconded by Patsy Bryan.
Approved Unanimously.
Meeting Adjourned at 6:45 pm.
Respectfully submitted,
Doug Maraist, NKTA Board Member