

North Kitsap Trails Association
Board of Directors Regular Meeting
February 25, 2014

Directors in Attendance: Linda Berry-Maraist, Don Willott, John Kuntz, Dave Haley, Mark Schorn, Brooke Hammett, Evan Stoll

Directors Absent: Russ Perisho, Jon Rose, Duke Bourgeois

Recording Secretary: Jayne Larson

Guests: None

A. Business

1. Call to Order – Agenda Review

The Board of Directors meeting of the North Kitsap Trails Association was called to order by Mark Schorn, vice president at 3:13 P.M. on February 25, 2014.

The agenda was reviewed and no changes made except to modify the time duration of some of the items to stay within the meeting schedule.

2. Consent Agenda/Minutes of the Previous Meeting

The only item is approval of the previous meeting minutes.

MOTION: Linda moved to approve the Draft Minutes of the 1-14-2014.

Dave seconded the motion

Approved unanimously

3. Treasurer's Report

Evan Stoll, Treasurer, submitted the financial report.

The balance of the account as of 2-20-14 is \$19,269.63.

MOTION: Mark moved to approve the treasurer's report as submitted.

Dave seconded the motion

Approved unanimously

Evan discussed the conversion to QuickBooks. He submitted a form as a guideline for reporting expenses for reimbursement, Reimbursement Request. Evan also proposed a list of account categories for tracking expenses in QuickBooks and asked the board members to review and comment on the list.

Evan reviewed the budget for 2014 as compared to expenses in 2013. The Board decided to create a subcommittee to develop a budget for 2014 and to work out the categories for QuickBooks.

B. Reports - Committees/Projects/Updates

1. Executive Committee Report

- a. Board retreat – summary

- 1) 2013 Accomplishments – Mark moved to approve the list of accomplishments as distributed by email.
Dave seconded.
Approved unanimously.
- 2) Proposed 2014 Committee List, Rev. 1, as distributed by email was reviewed. The Board proposed to delete the Liaison Committee. Dave will chair the Communications Committee, Linda will chair the Fundraising Committee, and Brooke will chair the Membership Committee.
Further discussion of the Nominating Committee was tabled until the next meeting.
- 3) 2014 Work Plan Draft 1/29/2014 Rev. 1, as distributed by email.
The Board decided to table discussion until next meeting.

2. Sound to Olympics Trail Report

Don reported that his follow up with the Bainbridge Island Non-Motorized Transport Committee (NMTAC) has been on-going. The connection between the ferry and the Waterfront Park is not finalized but ideally this trail should allow both a bicycle and pedestrian route.

3. Liaison Committee

- a. Linda met with Rob Gelder 1/31/2014
Issues discussed included improved safety on key STO links and future public meetings this year, Shoreline Block closing and trail planning, NKHP closing and event possible in April or May. Full ADA trail in NKHP is not financially feasible due to steep grades. Ensuring STO trail corridor across Divide requires considering grant eligibility issues. NKTA proposal for 2014 State Trails grant application deadlines are March 1 and May 1.
- b. Derek Kilmer meeting with Environmental coalition: discussion of need for forest conservation \$400,000 per project for federal program is inadequate in urbanizing areas with threat of forest conversion to rural sprawl.
- c. WWRP Big Tent event in Olympia: Don, Linda, Judy and Patty Graf-Hoke hosted a shared Kitsap table. Primary focus of display was KFB land conservation.
- d. STO feasibility – Jon Brand is finalizing RFP for the feasibility study and expect to advertise this week, interviews in April, and contracts in May, launch work in June, complete work end of November. There is a tradeoff between distance and detail. Linda suggested a schematic look at feasibility for grades using LIDAR.

4. Water Trails Report

John Kuntz reported that the National Water Trail application for the Kitsap Peninsula Water Trail is in final steps before submittal to the Secretary of the Interior. John is requesting a dedication ceremony to coincide with the Kitsap Peninsula Water Trails Festival, June 21, 2014, at the Silverdale Water Park. To increase impact, a Guinness Book of Records event of gathering the most canoes and kayaks (more than 2100 needed for the record) at a proposed Rendezvous for the Record event. John thanked all who have supported and assisted in reaching this incredible milestone.

5. Fundraising Report

a. Linda reviewed the application for Kitsap Great Give in May for approval on wording and comments. Action completed and the application wording is confirmed by the board.

b. Grant Discussion

Linda reviewed previous grant cycles for NKHP and Grover's Creek Divide acquisition and PG Shoreline grants.

Linda met with Eric Baker, 2/18/14, to discuss 2014 grant strategy. Key elements for winning grant scores: need, either development or acquisition,, trail and community linkage, water access, view and scenic value, wildlife habitat connectivity, project support, cost efficiencies, population proximity, GMA compliance.

6. Trails Report

a. Port Gamble Block – The location of a ride center may need further review and alternates. There was a conceptual trail meeting held on 2/22/14 with Mark, Rob, and Jon Rose with more meetings to follow.

b. Divide LOI – Linda reports that this action item is still pending and she and Russ will meet with Speed again.

c. State Trails Conference will be held October 16-18 and Linda, Mark and Charlie Forkner would make a joint presentation. The Board decided to go ahead with the conference plans as submitted. NKTA's focus is North Kitsap. John and Patty Graf-Hoke will also submit a proposal focused on the Kitsap Peninsula Water Trails.

d. Linda also reports a possible trail connection between Big Valley Road and Snider Park in Poulsbo via trail easement with the property owner.

7. Communications Report

Dave reported on the status of the brochure update. Dave, Linda, Evan and Patsy met to review the 2nd draft of the brochure and select photos. Additional photos with road bicycles, wildlife, horses, and ADA are requested. The brochure will include the STO and regional trails, the water trail, and major OPG and public lands as well as town and reservation names.

8. North Kitsap Heritage Park February 2014

a. Far Bank Enterprises (Sage) donated \$400 to NKTA to pay for the balance of the expenses from Alex Marlow's Eagle Scout project, the cedar fencing at the NKHP parking lot. Carolina has coordinated with Evan to reimburse the Marlow's for the materials and sent a letter to Far Bank acknowledging the donation.

b. Paul Larson submitted a 2014 funding proposal to the county. The projects include gravel for muddy or low spots for the parking lot and for Boundary trail, kiosks for Norman Rd and White Horse entrances and paint for an art project/mural on the barn.

c. Carolina, Evan and Brian met to start the redo of the NKHP map. Evan met with NKHP trail committee to determine which trails to include on the map. Next

meeting of the map group will be late March- early April once Brian has a draft with a goal to have the map ready in June.

- d. Paul & Jayne Larson, Jay Zischke, Tom Doty and John Willet will help Arno with the NKHP Forest Plan.
- e. Second Saturdays – January was devoted to pulling scotch broom on the Spine Line Trail. In February, flag iris was pulled from the pond by the kiosk. March 8th will be devoted to tree planting. Arno and Paul will lead the tree planting and volunteers are needed!

C. Old Business

None

D. New Business

None

E. Other

The next meeting will be Tuesday, March 25, 3-5 P. M.

It was moved, seconded and passed to adjourn the meeting

Meeting adjourned at 5:04 P.M.

Respectfully submitted,

Jayne Larson, recording secretary

**North Kitsap Trails Association
Board of Directors Regular Meeting
Tuesday 2/25/14 3-5pm**

A. Business

1. Call to Order – Agenda Review

Consent Agenda/Minutes of the Previous Meeting

Treasurer's Report

Evan discuss 2014 budget

5 min

B. Reports - Committees/Projects/Updates

1. Executive Committee Report

- a. Board retreat – summary

15min

Action Item: 2014 Committees: Review and action on committee changes and committee membership

2013 accomplishments: Discussion and approval

2014 workplan: Discussion--may need more work before approval?

- b. Rob Gelder meeting report Linda 5 min
 - c. County Parks Meeting Mark 5 min
 - d. Derek Kilmer meeting report Linda 5 min
 - e. "The Big Tent" meeting in Olympia Linda 5 min
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- 2. Sound to Olympics Committee Report - Update Don 5 min
 - 3. Liaison Committee Report
 - 4. Kitsap Forest and Bay Project Report
 - 5. Water Trails
 - 6. Fundraising Report.
 - a. **Action item: Wording of Great Give campaign** 5 min
 - 7. Trails Report
 - a. Trail Plan for Port Gamble Block Mark 10 min
 Port Gamble Conceptual Plan – meeting Sat 2/22 discussion
 - b. Divide Block – **Action item: LOI** Linda 10 min
 - c. **Action Item: Proposal for the State Trails Conference** Linda 15 min
 - d. Big Valley into Poulsbo trail Linda 5 min
 - 8. Communications Committee
 - a. Brochure update Dave 5 min
 - 9. North Kitsap Heritage Park Report Dave? 5 min
- C. **Old Business**
None.

D. New Business