

**North Kitsap Trails Association**  
**Board of Directors Meeting**  
**May 28, 2009**

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Attendees: Jon Rose, John Hawkins, John Willett, Linda Berry-Maraist, John Kuntz, Duke Bourgeois, Sue Schroader

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**A. Business**

1. Call to Order – Roll Call

The Board of Directors meeting of the North Kitsap Trails Association was called to order by Jon Rose, President, at 3:09 p.m. on May 28, 2009

2. Approval of minutes from last meeting

- a. Linda Berry-Maraist requested changes to last months minutes
  - o Section C.1.a (add the following to the end of the sentence: “*or ask him to appoint a representative*”)
  - o Section C.1.d (add the following to the end of the sentence: “*to lead NPS planning process*”)
- b. Linda B-M made motion to approve with the above changes
- c. John Kuntz seconded motion
- d. Unanimously approved

3. Treasurer’s Report

- a. John Kuntz gave the Treasurer’s Report
  - o \$1,745.00 in checking account after a \$1,500 deposit (grant) by the Suquamish Tribe for the Heritage Park Option Property trail link
  - o See Attachment 1
- b. John K. asked who will be filing all IRS documents
  - o Duke will pass through his accountant friend, Randy Biggenwall, for review and Duke will file

4. Form 1023 Status

- a. Notice came in the mail on May 28, 2009 that the IRS accepted paperwork and we are now an active non-profit organization.

**B. Updates**

1. Paddle Kitsap – John Kuntz

- a. John has 300 brochures remaining out of 5,000
- b. Have nine registrations to date – not many yet
- c. Ideas on how to have people sign up?
  - o Family rate

- Two for one
- Go to local businesses and request sponsorships for tickets
- Take dinner out of deal and have them find their own downtown
- Prize paddle
- d. Planning going well
- e. All sites are secured
- f. Will begin ramping up next month
- g. Each board member to call two businesses to see what their interest might be in sponsoring Paddle Kitsap – JK to forward email showing package he can offer

**C. Projects/Other/Next Steps (Items in order according to agenda but not discussed in order)**

1. New Board Members/Changes to Structure
  - a. Need board members from outside of Poulsbo
  - b. Linda B-M doesn't think Jon Rose should be President of the Board any more
  - c. Structure can stay the same, but NKTA needs to add more board members
  - d. Need to build geographic area
  - e. Solicit board members from the Steering Committee
  - f. Make an official invitation to Steve Bauer to have his representative sit on the board
  - g. Reorganization of the board impending
2. Easements on OPG Lands
  - a. John Kuntz stated that we need to have maps of the trails with easements
  - b. Linda B-M wants us to be able to show progress
  - c. OPG states that they will not give floating easements on the Port Gamble Block
  - d. If RWIP fails OPG will make a proposal to the public to purchase easements
3. Heritage Park
  - a. County is requiring engineered drawings
  - b. Need to get a cat track in there (OPG's Property)
  - c. John W. to get with Carolina Veenstra and Dave Haley to let them know OPG would like to put a cat track on OPG's property
  - d. Someone needs to let the County know
  - e. Have a big meeting in September or October and roll out the announcement of the link
4. Cross State Trail & OPG's Role
  - a. OPG is open to a proposal in going through it's lands in North Kitsap to create the cross-state connection
  - b. OPG is interested in entertaining an offer for trails in Jefferson County
5. Next Steps with Commissioners (not discussed specifically)

6. KRCC Cross-Jurisdictional Trail Committee
  - a. County has a group starting on a non-motorized trail plan
  - b. A couple of interns are mapping trails
  - c. KRCC is putting together a trail committee
  - d. Will start off with trail people
  - e. Mary McClure wanted an OPG person on the committee
  - f. All cities and counties will look at entire area for trails and connections
  - g. Should start up in June
  
7. NPS Lack of Progress
  - a. Linda is concerned with the lack of progress with the National Park Service
  - b. We need to have a geographically rounded sub-committee or Steering Committee
  - c. Need monthly meetings with the NPS
  - d. Sue Schroader can't pull together – obligations at work
  - e. Need a Steering Committee leader
    - o The planning document needs to progress (main project)
    - o The more we have done, the more we will be noticed
    - o Linda willing to get Steering Committee going
    - o Have the Steering Committee decide who the Steering Committee leader is
    - o Ask County Staff if they want to be on the committee
    - o Sue S. to get Linda a list of the first NPS meeting attendees
  
8. Water Trails
  - a. Have Sarah set up another water trails meeting with John K., John W., Sue S., Jon R.
  - b. 41 trail heads were identified
  - c. Prioritized from high to low
  - d. Have preliminary master plan
  - e. Work in progress
  - f. Need to pull all owners into the room – John K. will pull together Powerpoint presentation – Sarah to start organizing
    - o Chip Faver
    - o Bill Zupancich
    - o Steve Bauer
    - o State Parks
    - o Port – Pete DeBoer
    - o Kitsap Memorial State Park
    - o Tribal Rep – Old Man House
  - g. Let's get a map that shows all No. 1 properties (high probability properties)
  - h. Get a photo of a mocked up sign
    - o Does signage have to abide by any U.S. Coast Guard requirements?
    - o Duke will ask a friend of his to find out
  - i. Get [www.northkitsapwatertrail.com](http://www.northkitsapwatertrail.com) domain name
  - j. GPS sites

9. Mapping – John Hawkins
  - a. When John H. goes to events, people are always asking for maps of existing trails
  - b. We have a good start – need to pull something together
  - c. Have ready by October
  - d. CLC may have grants to do brochures
  - e. We have the map – just need to “gloss it up”
  - f. J.H. will research grants and see how much it will cost to get it done
  - g. Should depict water trails on one side and land trails on the other – or all on one side

#### **D. Next Steps**

1. OPG’s Next Steps and how it Affects NKTA
  - a. Where is RWIP?
    - a. Commissioners held a workshop
    - b. Asked a bunch of questions
    - c. Sent questions back to staff and wants follow-up answers
    - d. It is questionable whether or not the Commissioners are in support of the program
    - e. OPG would like to have them set up criteria for RWIP for minimum project size, not maximum as it currently reads
    - f. Urban and rural population allocations are issues
    - g. It might be a good idea to do three pilot projects, one in each district
    - h. Is clustering a good deal? Is it a good project? OPG believes it is
    - i. OPG needs to do a bubble diagram for the String of Pearls and clustering for the north end
    - j. OPG needs to finish economic modeling before the next step of a bubble diagram

#### **E. To Do’s**

##### Paddle Kitsap

1. Each Board Member to contact two businesses to spark an interest in sponsoring Paddle Kitsap
2. John Kuntz to send everyone an email showing the package he can offer

##### Water Trails

1. Sarah Steffen at OPG to schedule a follow-up water trails meeting with John K., John W., Jon R., Sue S.
2. Sarah Steffen (OPG) to begin setting up meeting with all water trail owners, i.e. County, State, etc.
3. JK to pull together a Powerpoint presentation for all water trail owner attendees
4. John K. to get photo of water trail signage examples
5. Duke to talk to friend about U.S. Coast Guard requirements for water trail signage

Heritage Park Option Property

1. Cat tracks on OPG property next to Heritage Park?
2. John Willett to talk with Carolina and Dave Haley
3. Someone to pass info to County

Steering Committee/NPS

1. Steering Committee to be developed – Linda to work with Sue Abbott on this issue
2. Sue to get a list of first NPS meeting attendees to Linda

Mapping

1. John H. to see how much it will cost to prepare some trail map brochures and find out who can do it around here
2. Sue to look at by-laws to see what it says about adding board members – send email to board members

Meeting adjourned at 5:11 p.m.

Respectfully Submitted:

Sue Schroader  
Secretary, NKTA

**Attachment 1 – Balance Sheet**

11:26 AM

05/21/09

**North Kitsap Trails Association  
Statement of Cash Flows  
January 1 through May 21, 2009**

|   | <u>Jan 1 - May 21, 09</u> |
|---|---------------------------|
| <b>OPERATING ACTIVITIES</b>               |                           |
| Net Income                                | 1,200.00                  |
| Net cash provided by Operating Activities | <u>1,200.00</u>           |
| <b>FINANCING ACTIVITIES</b>               |                           |
| Opening Balance Equity                    | 545.00                    |
| Net cash provided by Financing Activities | <u>545.00</u>             |
| Net cash increase for period              | <u>1,745.00</u>           |
| Cash at end of period                     | <u><u>1,745.00</u></u>    |