Project Funding Request 2013

• APPLICATION FORM

PART I - APPLICATION INFORMATION

a) Amount of funding requested $279,500.00
b) Project Name NKREC Improvements
c) Name of partner requesting funds: City of Poulsbo and North Kitsap School District
d) Address 200 NE Moe Street Poulsbo, WA 98370
e) Contact person Mary McCluskey
f) Telephone 360.394.9772 Email mmccluskey@cityofpoulsbo.com
g) Identify purpose of project To continue the work of the NKREC Master Plan that started in 2006. This is in keeping with a stated purpose of the plan: “the basis for improvements and priorities such that as funding becomes available, project implementation can advance in a sequential and orderly manner.” The three elements below address various parts of the Master Plan.

• 1. New construction: to provide safe walking/running trails and expand recreational opportunities to and from the NKREC site to the south. The new trail would loop to/from Strawberry Fields, Poulsbo Middle School and Poulsbo Elementary School, which are within the NKREC boundaries.

• 2. Partial Refurbish of Strawberry Fields: After almost six years of use, these NKREC community fields are in need of some equipment upgrades to serve the variety of community/outside groups that use the complex. Upgrades would include two sets of goals and two sets of bleachers.

• 3. NKREC Master Plan Stormwater Planning Review and New Construction: The NKREC site will be reviewed for stormwater/flooding problems and project opportunities in preparation for future improvements as stated in the NKREC Master Plan: “phasing of the master plan components should consider a comprehensive detention approach.” Recreational facilities, other buildings and infrastructure on the NK School District site contribute significantly to stormwater and minor flooding issues on the campus and the City of Poulsbo. Not enough attention was paid to stormwater mitigation at the time these facilities were developed, especially in light of today’s emerging federal and state stormwater control mandates.

To correct current deficiencies and to prepare for anticipated future community recreational facilities to be located on the site, a strategy and action plan needs to be developed for the site. This pre-design report will use the existing drainage analysis prepare by ICF Kaiser, along with information from school administrators, to identify specific problem areas and develop design concepts for their correction. Design concepts will also be developed to adequately address stormwater issues anticipated to be generated by planned future infrastructure and recreational amenities on the site.
The concepts anticipated for development include such standard low impact development (LID) methods as cisterns, bio-retention swales, and porous pavement. Review of soils information prepared by the National Resources Conservation Service (NRCS – formerly the Soil Conservation Service) indicates the site as being a good candidate for these measures. The site appears to be underlain by gravelly, sandy loam soils which have the potential to provide at least a minimum infiltration capacity for Low Impact Development stormwater approaches.

This effort will be prepared in conformance with the latest Washington Department of Ecology guidelines and regulations, and will form the basis for anticipated future grant applications to that entity to fund the improvements for detailed design and construction.

In addition to the need for an overall stormwater mitigation plan for the combined school and recreational facility campus there exists a need to immediately correct drainage issues emanating from two recreational facility parking areas. One lot is at Strawberry Field on Hostmark Street. The other parking area serves the tennis courts and the stadium on the high school campus, also a part of the NKREC master plan.

h) List individual items, project phases and estimated costs (detailed in attached pages):
(see attached)

i) Identify total cost of project and other funding sources: $279,500.00
Project Management by the North Kitsap School District and City of Poulsbo: $16,000

j) Any funding match or future return from revenues? Stormwater site planning will allow the NK School District or City to apply for stormwater funds to make needed site improvements.

k) Justification for funds from KPFD, including estimate of increased revenue, usage or economic benefit from project? The NKREC is the 82 acre site identified as a central focus for recreation and economic growth for local residents and visitors alike. This center is easily identifiable to participants, provides a place to socialize, participate in cultural activities and recreate. The almost 1-mile, packed gravel trail will be available for everyone, and will provide a safe walking surface away from the street. It will lead people to and from the NKREC for activities, tournaments and events. The new equipment will allow for upgraded conditions for the variety of youth and adult groups using these busy fields, and will allow spectators to enjoy watching the competition. And finally, the stormwater/flooding issues need to be more clearly identified so that the NKREC Master Plan can continue being developed. Once this review is complete, two projects will be completed that have been identified. This may include a parking lot re-configuration for improved functionality for field users.

NOTE: Fill out Application Form; attach architectural drawing(s) or rendering and detailed proposal description.
4 KPFD Project Funding Guidelines
• APPLICATION INSTRUCTIONS – Supporting Information

PART 2 – PROJECT DESCRIPTION: Walking/Running Trail Loop
  a. Project goals, objectives, and timeline;

Goal: To complete a walking/running loop to and from the NKREC site (102 days).

- Objective: Identify the main players in the project, and put together a planning committee to plan the trail. The committee may include engineering and parks and recreation (21 days) departments; NK School District; private property owners.
- Objective: Work with private property owners on easements or other agreements (30 days)
- Objective: The project manager will put together the Request For Proposal. (21 days)
- Objective: The project manager will supervise the construction of the trail with the contractor (30 days)

  b. Include architectural drawings or artist renderings of project at completion

Attached

  c. Estimate anticipated economic impact of the completed project;

The NKREC is the 82 acre site identified as a central focus for recreation and economic growth for local residents and visitors alike. This center is easily identifiable to participants, provides a place to socialize, participate in cultural activities and recreate. The almost 1-mile, packed gravel trail will be available for everyone, and will provide an expanded safe walking surface away from the street. It will lead people to and from the NKREC for activities, tournaments and events. It may allow for cross country matches to be done in Poulsbo. It provides a healthy activity for people waiting for their children to be done with practices. During tournaments, the visitors who attend the games can use the trail during warm ups, enjoy the games, and then head into Poulsbo for food, drink and gas. The trail will help complete the recreational experience for users.

  d. Describe how will you manage and ensure the success of this project;

1. There will be an identified project manager
2. There will be weekly project meetings during the construction phase
3. There will be regular/weekly email communication with partners and private property owners

  e. List potential and actual sources of financial support for this project;

Project management from the City of Poulsbo.

  f. Explain plans for maintaining the completed project in future years;

Adopt a Trail type program will be used involving the neighbors, walking and user groups, scouts, cross country teams, NK Trails Association and NK honor societies.
g. Describe any public benefits to be derived from use of this project.

- Recreation and healthy activities for users of the NKREC site.
- Non motorized access to the NKREC/recreation site, which will relieve congestion in the parking lots and improve air quality.
- Connectivity of neighborhoods, public sites, schools, recreation
- Improved running facilities for NKREC events. The NKREC location is the starting point for a broad array of community running events, including the Poulsbo Marathon, now in its 4th year as a qualifier for the Boston Marathon. This would provide a much safer running connection and loop for those competitive events.

PART 3 – PROJECT BUDGET:

a. Project plan and budget.

b. Please note status (committed or requested) of each revenue source.

PART 4 - DOCUMENTATION OF SUPPORT FROM COLLABORATING AGENCIES:

If the project for which you seek funds is in collaboration with other contracted entities, or agencies, include letters of commitment or other documentation regarding the level of financial support from these partners.

Attached are letters from the NK School District, Kitsap County and City of Poulsbo

PART 5 - ADDITIONAL INFORMATION:

Please address anything else about this project that you feel is relevant to a decision to fund this project.

**Walking/Running Trail Loop - Budget Estimates**

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<th>KPFD Request</th>
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