Meeting called to order by Chair Ani Gatz at 6:02 P.M.


Staff Present: Jim Dunwiddie, Travis Buell, Steven Starlund and Leigh Snyder

Members of the public – 8

Approval of the August 16th minutes

Motion: Larry Walker Second: Kathryn Thompson

Motion to accept the August 16, 2017 minutes as presented.

Discussion: regarding the Guillemot Cove item (July 19th meeting discussion).

Action: minutes approved

Public Comments: Jim Aho thanked Frank Stricklin and Bill Wasson for their review and site visit to delineate the wetlands at the Illahee Forest Preserve. Dr. Sarah Cook also weighed in. There will be a meeting held with the Army Corp of Engineers and other governmental agencies who will give a final assessment of the area by month end. The dedication of the picnic shelter will be held Thursday the 28th of September at 5:30.

Seven students from the Central Kitsap School District AP Government Class taught by Sarah Fisher attended the meeting as part of a class assignment to learn more about the workings of local government and the community. Jim Dunwiddie welcomed them and spoke to them about the importance to the Parks Department of volunteer community support.

Directors Report: Sale of the Gorst Warehouse building is complete. The proceeds ($247K) will be used to erect a pole barn building at the SK Road Shed for equipment storage and staff use. The Department has received the green light to proceed with plans for a Park Foundation under the umbrella of the Kitsap Community Foundation. Central Kitsap School District is close to approval for the improvements to Lobe Field 2 & 3. The projected investment is $2.5 million dollars for all weather surfaces for multi-use fields. They will assume all maintenance and management of the fields and they will be open to the public after school use. In answer to a question posed the department will lose some revenue but that loss will be offset somewhat by the reduction of the cost of irrigation. Some points from the budget presentation (full presentation attached) The Point No Point Park Lighthouse Society partnership generates $123K in net revenue. All improvements to the facility are paid by rent. Department along with the Lighthouse Society have made improvement to the “Maggs House” at the park and it will soon be offered for rent. We anticipate $50K in revenue from that source. The budget is status quo for 2018. Additional funds from revenue sources will be dedicated to employee training and safety and for volunteer training, recruitment, and retention. The consensus of the PRAB is that the historical fee waivers at the Fairgrounds for certain events organized by volunteers that support the County’s mission are continued.
Staff Reports: (Attached) – no questions

Subcommittee Reports:

Communications: Point No Point Video is complete and will be going out to the PRAB to share. Other items to share on Facebook are the upcoming Haunted Fairgrounds and Ghost Train and work parties like the Saturday Volunteer work party at Port Gamble.

Parks & Property: On hold for Pros.

Visitor Services: Working to reach a solution to the question of night riding at Port Gamble.

Forestry: Newberry Hill Heritage Park restoration thinning in the South portion is complete. Good job by the loggers. Fences to be erected to keep the public out of sensitive areas. Tree planting will occur this winter and some stump clearing will be done to create amphibian habitat. Banner Forest Stewardship Group will be working with Arno at Coulter Creek to learn how to mark trees for future restoration thinning. February/Mark tree planting will begin at South Kitsap Regional Park. The Coulter Creek restoration thinning plan will be brought to PRAB next month. There has been a root rot pocket found at Wildcat Lake in an area close to a building that will need to be addressed.

PROS: Overview of draft plan (full draft attached) presented by Steven Starlund. There has been several public outreach efforts – online survey, informal communications at the Fair, Kingston Days and to stewardship groups. There will be a separate section on the Website for public comment. The Draft Plan set for completion by end of October, full plan by the end of December and BoCC in January for review and approval. In answer to a question for a print announcement Rebecca Pirtle will be completing a press release. Ani suggested entering the public outreach events on the Sound Publishing Community Calendar. We have met with various other park districts, the Navy and the State to see how our county parks fit with them.

Stewardship Group Reports:

Newberry Hill Heritage Park: (full report attached) Coho fry north of Culvert 18 were predated on by raccoons, several culverts cleaned in anticipation of fall rains, scotch broom removal is ongoing, additional and replacement trails signage has been constructed and will be installed.

Port Gamble Forest Heritage Park: Work party Saturday.

North Kitsap Heritage Park: Master Plan work continues working to designate the land areas.

Banner Forest: Working on a re-design of the bridge crossing the wetlands. Next work party the second Saturday in October.

Old Business: None

New Business: Jim Aho reported that the Illahee Fire on Monday the 11th was started where a person made a home site on a recently cleared trail. Jim Dunwiddie reported that the cause of the fire at Rolling Hills Golf Course has not been determined but they lost all the equipment stored in the building that burned. Insurance will cover the loss, equipment has been replaced. Frank Stricklin is working to reschedule a Beaver Relocation Class, taught by one of the tribes once set he will get the information out to the PRAB. Jim Dunwiddie encouraged the students attending
the meeting to spread the word to attend the Zombie Hunt at the Fairgrounds and Event Center during the Haunted Fairgrounds.

Meeting adjourned by Chair Ani Gatz at 7:14 PM after a motion by Frank Stricklin and a second by Larry Walker.
Executive Summary

Issue Description: Parks Department Briefing

Meeting Date: September 20, 2017

Attendee: Jim Dunwiddie, Travis Buell, and Steven Starlund

Action Requested At This Meeting: Briefing of Parks Department projects, initiatives, and discussion of the updating of the Kitsap County Parks, Recreation and Open Space Plan.

Annual Fee Waiver Resolution

The County Commissioners promote the welfare of its citizens by supporting programs, events and activities of regional significance that offer recreational, educational, culture or civic benefits to the residents of the County. The County Commissioners established a practice of waiving certain fees, by Resolution, for a two year period to accommodate organizers. The last Resolution # 169-2015 waived fees associated with the facilities used for the Martin Luther King, Jr., Day Celebration, United Way’s Day of Caring, Veteran’s Day Ceremony, Corey’s Day on the Farm, and Toys for Tots. The resolution included the waiver of rental fees for the Silverdale Chamber of Commerce Military Appreciation Day. Staff recommends discussion pertaining to adopting a similar resolution for the years 2018 and 2019.

Gorst/Sinclair Inlet Warehouse

The completion of the sale of the surplus Sinclair Inlet Warehouse occurred Monday, September 11, 2017. Proceeds to fund construction of south Kitsap maintenance structure.

Non-Profit Parks Organization

Presently, the Parks Department is unable to receive donations or qualify for certain grants due to being a governmental agency. A majority of Foundations are bound to make financial donations to other recognized non-profit organizations. Kitsap has been quite fortunate to use existing non-profit organizations for corporate donations (REI trails, etc.) and private foundations (Boand Family – Fairgrounds Arena.

Kitsap County Parks could expand its outside funding potential by creating a non-profit foundation specifically for Kitsap County Park purposes. The Kitsap Community Foundation provides a structure for such an organization to be created under the umbrella of the Kitsap Community Foundation.

Staff seeks Board support to continue discussion.
Parks, Recreation and Open Space (PROS) Plan – Draft Framework

The PROS Plan is required for state and federal grant eligibility, administered by the Washington State Recreation and Conservation Office (RCO). Local governments are required to adopt an updated Plan, every six years. The last Kitsap County PROS Plan was adopted by the County Commissioners March 28, 2012.

Updating the 2012 PROS Plan is a requisite component of the Growth Management Act (GMA) to promote wise use of limited land and resources which helps conserve open space. GMA encourages the enhancement of recreational opportunities, and calls for the development of parks and recreation facilities, which adds to the quality of life in communities.

Department staff and a sub-committee of the Parks Advisory Board have worked together for the past five months in developing a comprehensive outline of policy direction, goals, and objectives. A strategic community outreach schedule began in August and will run through November 2017. Community responses and participation is critical in assessing and planning responses to stated park needs.

Attachments: Draft – Executive Summary Framework (Pages 1-21)
"Service-oriented environment, stewardship, and offering an outstanding and specialized facilities, fostering community opportunities through the management of natural areas. Committed to providing quality of life enhancing."
Foundation umbrella

Creating non-profit Park Foundation under Kitsap Community

Sounding youth choir

Village Greens Golf Course site for First Tee of South Puget Sound

Course at home course

Village Greens Golf

Contracted with Special Olympics - Village Greens Golf

Implemented On-Line Permit Reservation System

Updated Facility Rent Procedures

Conducted Permit Processing LEAN Review

Business

Resurrection of Orville Creek Heritage Park

Drewed Forest Stewardship Plan for the Ecological

Updated capacity plan (PROS)

Begun 2018 revision to the County Parks Recreation & Open

Parks

Established Emergency Trail Marking System in Heritage

Established Standards for Trail Plans

Planning

2017 ACCOMPLISHMENTS & INITIATIVES

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET

Resource & Property Management

Underplanted 9,000 tree seedlings

Acquired 47 acres Olympic View property

Formalized Port Gamble Forest Heritage Park Stewardship

Forming Olympic View Community Partnership

Creating social media Park Community Partnership

Removed diseased trees at South Kitsap Regional Park

Heritage Park and Port Gamble Forest Heritage Park

Performed variable density thinning at Newberry Hill

GRANT AWARDS

$11,000 Disney/WRPA Trail Grant - SRP

$3,000 Pratt Block - 3 AEDS at Parkgrounds

$44,722 WA Department of Agriculture - Fair

2,900 hours of labor ($690,000) contributed by DNR Urban

Foresty Restoration Program
Completed Board Family Movement Arena

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Recovery from 6 years of deferred maintenance has been extremely slow and resource consuming.

- Aging revenue-producing facilities are less flexible in accommodating changing trends
- Additional resources are required to develop opportunities for Eco-Tourism, including private/non-profit partnerships.
- Additional resources are required to retain, attract, and train volunteers.
- Increased with Park acreage.
- Volunteers are major component of the Department's backbone, however, reported volunteer hours have not proportionately increased.

RESOURCES

- 2017 = $5,962 includes 53 staff hours
- 2016 = $7,192 includes 35 staff hours
- 2015 = $12,460 includes 40 staff hours

Vandalism

- Past 20 months: 231.400 paid for emergency tree work.
- Due to light trimming, the budget does not allow for allocations for vandalism and hazardous tree work in parks.

FUNDING

- Anticipate additional 17% by end of 2017
- 40% during past 5 years
- Park system acreage has grown 55% during past 10 years

INCREASING PARK INVENTORY

CHALLENGES

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
September 2016 - December 2016

PARK ACRES COMPARISON

KITSAP COUNTY PARKS DEPARTMENT
2018 BUDGET
Volunteer Hours - Park Projects

Kitsap County Parks Department 2018 Budget
Volunteer Activities

Kitsap County Parks Department 2018 Budget

Logging Operation
- Reestablished Outback Trail after OP

Hansville Greenway
- Reestablished Hikes around the old nest house site
- Recreation of Sump House Trail and a new bridge
- Guillermo Cove

Chico Salmon Park
- Installed a new park sign

Point No Point - Seven classes participated in the School Outreach Program. The volunteer attendees go into the classroom and teach about the history of lighthouses.

Point No Point: Working on a Land Classification Plan

North Kitsap - Working on restoration thinning of southern portion of park

Pilot Ridge & Career - Reopened of Roadie Hill Trail

Newberry Hill

Emergency Marker Signs in Their Parks

Collecting GPS coordinates information and installing coordinates markers by volunteers who are working on mapping their parks.

Forest Camble: Hiking & Biking, Newberry Hill, and Hansville
Port of Long Beach - Port Development & Improvement Projects

Von Harvey - Adopted Kinship Park, provided Park Admissions and Security Services

US Army - Adopted Panorama Point

US Lighthouse Society - Point Loma Lighthouse Park, provided Park improvements

Kitsap County Parks & Recreation - Parks & Facilities, provided Park improvements

Kitsap County Public Works - General and Maintenance Services

Great Peninsula Conservancy - Projects at Banner Forest and Port Gamble Forest Heritage Parks

North Kitsap Trails Association and REI - Trail Construction projects

Washington Conservation Corps - Clean up crews and Forestry Projects

South Kitsap Skatepark Association - $107,000 donation to match RCO Funds to Construct Plaza

Kitsap Bank - Title Sponsor for Kitsap County Fair & Stampede

Evergreen Mountain Bike Alliance - Trail work at Port Gamble and Banner Forest Heritage Parks

Kitsap Community Foundation - Board Family Grant Recipient, leading to Board Arena Construction and Donation

Key Peninsula District - Shared Maintenance of Horeshoe Lake Park

Kitsap T-Birds - Wildcat Lake Picnic Shelter and Park Closing Services

Central Kitsap School District - Tennis Court Resurface, LA Facility Maintenance & Operation

REI - Distributed Park Survey Post Cards with Labor Day Sale Transactions

Kitsap Public Facilities District - Lace Field Improvements

PARTNERS

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
Review and approve trail construction projects

Counsel with Public Works and NK Heritage Park Stewards

Develop Business Plans and Review Sustainability for Revenue-Producing Facilities

Identify Partnership Opportunities with School Districts

Continue Strategic Review of Park Parcel Inventory and

Review Fair & Rodeo Vendor/Concessionaire Processes

Efficient and effective County Services

that block nuisance passage

Continue to replace noncomforming and failing road culverts

New Farm Management Plan

Develop partnerships to expand cultural/agricultural use of

Forest Heritage Park

Begin development of a Forest Stewardship Plan for Banner

Heritage Park

Complete restoration Planning of 200 acres at Coulter Creek

self-sustaining Forest Stewardship Program.

Formally establish the Inland Northwest Forest Stewardship Plan. Formally establish the Inland Northwest Forest Stewardship Plan and formalize trail planning at parks having adopted

Protected Natural Resources and Systems

Private/public partnerships

Develop opportunities for Eco-Tourism, including

Marketing strategies for Parkrun/Festivals

the County Fair & Rodeo

Seek additional funding opportunities for the marketing of

Plan for green opportunities for the Port Gamble Bike Park

Thriving local economy

Establish a South Kitsap Regional Park Stewardship Group

Establish a Parks issue forum with Stewardship Groups

Assessment for 2018 PROS Plan

Parks Advisory Board to developing community needs

Inclusive government

and safety improvements

Submit grant applications to support facility development

Standardize park signs and trail markings

Facilitate emergency/fire response in Heritage Parks

Continue GPS internal road and trail identification program

Safe and healthy communities

2018 Work Plan Draft

Kitsap County Parks Department 2018 Budget
Establish a Park Stewardship Issues Committee

Develop a 10 & 20 Year Capital Facilities Plan

Recreation & Open Space Plan

Develop responses and actions to comments and data provided as part of the 2018 revision of the County’s Parks

Develop strategies to attract private investments to construct, operate, and manage new eco-tourism opportunities

Incorporate technology to facilitate better communication with field staff and improve data collection

Evaluate Fairgrounds buildings and structures. Outline site Master Plan.

Create enterprise opportunities for existing operations and services

Develop a formal 5-Year Strategic Business Plan for the Parks Department

Offer expanded opportunities for community feedback via surveys, park meetings, etc.

Improve marketing and expanded use of electronic media

THINGS WE NEED TO DO

KITSAP COUNTY PARKS DEPARTMENT

2018 BUDGET
Establish a Park Stewardship Issues Committee

Develop a 10 to 20 Year Capital Facilities Plan

Recreation & Open Space Plan

Develop responses and actions to comments and data provided as part of the 2018 revision on the County's Parks

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THINGS WE NEED TO DO

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
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MAJOR 2018 BUDGET ADJUSTMENTS

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
rentals.

- Broadened partnership with U.S. Lighthouse Society, making the Maggs House available for vacation
- Created new opportunity for grants and donations
- Creation of a Kitsap County Park Foundation, under Kitsap Community Foundation's umbrella, to
  maintain a position that has been unfulfilled since 2009.
- Utilizing increased capacity in Conservation Futures, created by legislative action, to fund a
  anticipated shifting of a portion of an FTE from the general fund to a special fund
- Revised fee schedule allowances to respond to unique rental requests
- Adjusted various fees recover service provision costs
- Extended County Fair & Stampede parking at an adjacent facility to generate additional revenue

Revenue Development - 2017/2018

REVENUE/FUNDING ADJUSTMENTS

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
• Community organizations provide prompt removal at South Kitsap Regional Park Skatepark and Fairgrounds

• MOA with key Peninsula Metropolitan Park District for shared maintenance of Horseshoe Lake Park

• Fair & Rodeo Sponsorship: $207,000. Professional Services paid through Program Sponsorships

• Received more than $92,000 in donated materials, labor, and services to the Kitsap County Fair & Stampede

• Draft agreement with community non-profit to maintain and operate the recently donated Board Education Arena

• Cooperatively funded athletic field improvements at Lobre Field Complex with Kitsap Public Facilities District

• Individual park videos being created for electronic media marketing via Park Board Communications Committee

• Developing ILA with Central Kitsap School District for Lobre Field Complex upgrades

• Refuse and cleaning services during County Fair & Stampede

• Fair & Stampede Management Services

• Professional Property Management services contracted to manage park rental properties

• Event support: exhibit support services and rentals

• Continued contract services to maximize staff resources and limit expenditures for:

• ILA with CK School District for renovation of Fairgrounds tennis courts, maintenance and operation

hours dedicated to park projects, and approximately 20,000 volunteer hours dedicated to Fair & Stampede

• Stewardship groups help manage and maintain more than 60% of park acreage. Reported 16,000 reported volunteer

hours.
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<th>Lower Quartile</th>
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<tr>
<td>FTE’s, per 1,000 Population</td>
<td></td>
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<tr>
<td>Park Acres, per 1,000 Residents</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenditures, per acre</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Revenue to Operating Expenditure</td>
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<tr>
<td>Operating Expenditures, per Capita</td>
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National Recreation & Park Association - 2016 Metric Report

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
<table>
<thead>
<tr>
<th></th>
<th>2007 Median</th>
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<td>23.9</td>
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<td>Operating Expenditures per Acre</td>
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<td>39.8%</td>
<td>$537</td>
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Functional Area Comparison

National Recreation & Park Association - 2016 Metric Report

Efficiency Ratios

Kitsap County Parks Department 2018 Budget
<table>
<thead>
<tr>
<th>Year</th>
<th>FTE</th>
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<td>1,327</td>
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**WORKLOAD INDICATORS**

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<tr>
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<tbody>
<tr>
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<td>2016</td>
</tr>
<tr>
<td>2014</td>
<td>2017</td>
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**Revenues**

<table>
<thead>
<tr>
<th>Year</th>
<th>Per Capita Revenues</th>
<th>Per Capita Expenditures</th>
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<tbody>
<tr>
<td>2012</td>
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<td>2013</td>
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**Efficiency Net**

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<tr>
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<td>2016</td>
<td>( )</td>
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<tr>
<td>2017</td>
<td>( )</td>
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<tr>
<td>2018</td>
<td>( )</td>
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**Revenue Per Capita**

<table>
<thead>
<tr>
<th>Year</th>
<th>Revenue Per Capita</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td>2017</td>
<td>$6.50</td>
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<td>2018</td>
<td>$6.49</td>
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**Indicators**

<table>
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<tr>
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<th>Proposed</th>
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<tbody>
<tr>
<td>2012</td>
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<td>2015</td>
<td>2016</td>
</tr>
<tr>
<td>2014</td>
<td>2017</td>
<td>2018</td>
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**Administration**

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
<table>
<thead>
<tr>
<th>Year</th>
<th>Groups</th>
<th>Stewardship</th>
<th>Workload</th>
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<tbody>
<tr>
<td>2012</td>
<td>529</td>
<td>480</td>
<td>117</td>
</tr>
<tr>
<td>2014</td>
<td>490</td>
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<td>2016</td>
<td>2017</td>
<td>18</td>
</tr>
<tr>
<td>2017</td>
<td>2018</td>
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**Quality Indicators**

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<th>Year</th>
<th>Anticipated</th>
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<tbody>
<tr>
<td>2013</td>
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<td>34.1</td>
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<tr>
<td>2018</td>
<td>32.7</td>
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**Workload**

- (NRPA Median 85.3)
- (ICMA 14)
- (NRPA Median 10.1)
- Population per 1000 Acres Parkland

**PARK RESOURCES**

KITSAP COUNTY PARKS DEPARTMENT 2018 BUDGET
<table>
<thead>
<tr>
<th>Events</th>
<th>Number of Athletic Facility Use Hours</th>
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<tbody>
<tr>
<td>2013</td>
<td>42</td>
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<tr>
<td>2014</td>
<td>45</td>
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<td>2015</td>
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<td>45</td>
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<tr>
<td>2017</td>
<td>33</td>
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<tr>
<td>2018</td>
<td>40</td>
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**Workload**

<table>
<thead>
<tr>
<th>Sporting Events</th>
<th>Number of Major Events</th>
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<tr>
<td>2013</td>
<td>2014</td>
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<td>2016</td>
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<tr>
<td>2017</td>
<td>2018</td>
</tr>
<tr>
<td>2019</td>
<td>2020</td>
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**Quality Indicators**

<table>
<thead>
<tr>
<th>2013</th>
<th>2014</th>
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<th>2016</th>
<th>2017</th>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vendors</td>
<td>220</td>
<td>220</td>
<td>220</td>
<td>236</td>
<td>235</td>
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<td>---------</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
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<tr>
<td>Fair Attendance (All)</td>
<td>78,000</td>
<td>75,105</td>
<td>75,000</td>
<td>69,600</td>
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<td>Gate Receipts</td>
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<td>$218,089</td>
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<td>Sponsorship Dollars</td>
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<td>$214,915</td>
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**Workload Indicators**
- 2018 Anticipated
- 2017
- 2016
- 2015
- 2014
- 2013

**Quality Indicators**
- 2018 Anticipated
- 2017
- 2016
- 2015
- 2014
- 2013

**Kitsap County Parks Department**
2018 Budget
<table>
<thead>
<tr>
<th>Year</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
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<td>1</td>
<td>3</td>
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<td>2</td>
<td>1</td>
<td>3</td>
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**Grant Awards**

- Manage New
- Park Plans

**Planning**

Kitap County Parks Department 2018 Budget
Five Months Later - August 2017

Stagnant 40 Year Old Forest - March 2017

Port Gamble Forest Heritage Park

Variable Density Thinning

Forest Stewardship

Kitsap County Parks Department 2018 Budget
"think outside"
Parks Report
September 2017

Marketing & Communications

- Kitsap Sun Naming Rights standardized ads finalized and scheduled. Meeting scheduled to work on 2018 ads plan.
- Picnic shelter brochure complete—next step review and approval
- Website is continually being updated with new content

Stewardship/Volunteers

- September 9 – Washington Youth Academy (fairgrounds)
- September 30 – Metal Detection Group
- Volunteers and staff will work in the installation of a 3000’ long interior trail, off of Jackson Avenue at South Kitsap Regional Park.
- Washington Youth Academy is removing invasive weeds and installing plantings to give areas more color at South Kitsap Regional Park.

Projects

- Concession Upgrade Lobe #1 – engineered drawings in, site plan complete, contractor is in the process of obtaining permits
- Tennis Courts – staff creating ADA parking spots and reconnecting restrooms
- Newberry Hill Heritage Park – restoration thinning is progressing—completion is anticipated end of September
- Staff anticipates installation of new cedar shake roof on the Gazebo at Silverdale Waterfront Park this fall.
- Maggs House at Point No Point is now a vacation rental.
- Island Lake shelter roof project is now complete.
- Revision to the Horseshoe Pitch area is underway at South Kitsap Regional Park.
- Parks and Public Works staff removed vegetation and spoils from the parks wetlands and surrounding ditches at Point No Point Lighthouse Park. This will improve water flow in the wetlands, moving forward this will be part of annual maintenance for the park.

Planning

- Field data gathering and the technical portion of the forest stewardship plan for Coulter Creek Heritage Park is complete. The community/citizen involvement phase of the planning is well underway.
- Parks and Public Works staff working with new property owner and the Hansville Greenway stewards on Cora Avenue easement.
- Horseshoe Lake Parks slated for seasonal closing October 1\textsuperscript{st}.
- Anticipate plans will be ready to submit in October for the Phase 1 entrance improvements at Island Lake Park.

Issues & Events

- For upcoming Kitsap County Events follow the link below:
  
  https://spf.kitsapgov.com/services/Pages/iFrameCalendar.aspx
KITSAP COUNTY

2018 Parks & Open Space Plan

DRAFT FOR DISCUSSION ONLY SEPTEMBER 20, 2017
2018 Parks, Recreation and Open Space Plan (PRÓS)

SAMPLE EXECUTIVE SUMMARY

September 20, 2017

Jim Dunwiddie, Director

Board of County Commissioners
Robert Gelder, District #1
Charlotte Garrido, District #2
Edward E. Wolfe, District #3
2018 PLAN CONTENTS

1. Introduction to Kitsap County
2. Parks and Recreation System | Inventory
   a. History
   b. Existing Park System
   c. Parks Categories
4. Public Outreach, Participation, and Analysis
5. Recreation and Open Space Needs Assessment
6. Policy Directions, Goals, Strategies
7. Open Space, Environmental and Habitat Plan
   a. Critical Areas Maps
   b. Landscape Classification System
8. Funding Capacity and Options
   a. Operations and Maintenance
   b. Capital
   c. Acquisition Funding
   d. Funding Options
9. Capital Facilities Plan
10. Public Comments
11. Resolution and Adoption

Appendices/References:

1. County Overview Maps
2. Population Density Map
3. Open Space and Park Inventory
4. Habitat Priority Map (web-link)
5. Trails Plan
6. County Comprehensive Plan (web-link)
7. SEPA Review
PROS Plan Purpose

Parks & Recreation Open Space Plan (PROS) is an element of the Kitsap County's overarching Comprehensive Plan. The PROS plan provides a six-year plan and 20-year vision for the County's park system and the steps needed for developing and improving existing park facilities, the development and acquisition for new park facilities, and expanding recreational opportunities.

Need for County Plan Update

Updating the 2012 PROS Plan is a requisite component of the GMA. The Growth Management Act (GMA) promotes wise use of limited land and resources which helps conserve open space. GMA encourages the enhancement of recreational opportunities, and calls for the development of parks and recreation facilities, which adds to the quality of life in communities.

The PROS Plan is also required for state and federal grant eligibility, which is administered by the Washington State Recreation and Conservation Office (RCO). Upon adoption by County Commissioners, the plan is submitted to RCO for approval.

2018 PROS Plan Development

This Plan outlines policy directions, goals and objectives, implementation strategies, capital improvements, and investment emphasis for the system of County Parks and Open Space, PROS 2018-2024 Plan:

- Evaluates the need and demand for parks, recreational facilities, open space and other recreational lands throughout the County.
- Identifies key issues, strengths and opportunities required to improve our parks system, and ensure the capacity to adequately plan, develop and operate park properties and facilities;
- Provides guidelines and policy direction for the County in terms of acquiring, developing and preserving properties with regional significance and recreation value;
- Identifies the strategies and objectives needed to ensure that parks are an integral part of the County's economic development strategy; and
- Assesses current funding mechanisms, partnerships, and new potential funding strategies.

The final plan is reviewed and adopted by the Kitsap County Board of County Commissioners, after a period of regional public participation and review.
Introduction . . . "The Natural Side of Puget Sound"

Of many distinctive features of Kitsap County are its glacier-carved rolling topography, evergreen forests, freshwater lakes, and the inlets, bays and straits of Puget Sound. The County's nature-oriented park system reflects this diversity of inherent settings, as well as, provides for developed recreation facilities to serve a population of diverse age, ethnicity, abilities, and outdoor interests.

The County is relatively small in population density, with only four cities; Bremerton, Port Orchard, Bainbridge Island, and Poulsbo, yet a growing commuting-connection to King, Pierce, and Snohomish County populations, and the presence of the Navy adds significant pressure for developed parks and recreational facilities, and natural open space. There is increasing interest to provide close-in, athletic fields and venues, as well "nearby", wildlands for trails and outdoor adventures.

Regional trends and surveys direct emphasis for new land acquisitions, provided they are combined with adequate resources for management and stewardship. Different land characteristics serve different recreation and/or conservation purposes. Determining landscape classifications will guide resource protection while allowing appropriate public access and recreation impacts. A challenge lies in providing adequate resources to provide a level of service, commensurate with the varied conservation areas and developed recreation facilities. Organizing cadres of volunteers has been critical to meet this stewardship need. As it is incumbent upon the County to be proactive in providing future parks and open space, the County recognizes the need to support levels of service for developed parks including: high standards for maintenance of fields, facility structures and venues, in order to protect current park assets, provide for safe and enjoyable park activities.

To meet growing expectations for park and outdoor recreation experiences, future directions are outlined in this (6-year) 2018 Parks, Recreation and Open Space Plan (PROS). The plan describes issues, concerns, and opportunities for planning, development, and park operations. It directs strategies and priorities, and explores options for sustainable funding and support.

A well-supported system of Parks and Recreation is a quality-of-life factor, and a contributor to economic growth and attraction. As such, this PROS Plan directs attention to a system of parks, recreation and open space, which will enliven and grow Kitsap County in the best direction.
The Mission of Kitsap County Parks Department includes the commitment to providing quality of life enhancing opportunities through the management of natural areas and specialized facilities, and fostering community stewardship.

Historically, Parks were thought simply as places for recreation, preservation of open space and social gatherings. However, the role of parks and civic spaces in developing areas has become much greater as increasing influences of attractive living settings, environmental health, economic development, personal physical and emotional health, sense of community place and integrity, and many other aspects of quality of life.

Policy Directions for Kitsap County Parks are characterized by the regional responsibility in meeting the park, recreation and open space needs of County residents, and providing park facilities and recreation opportunities which are not commonly provided by municipal park agencies. These Policy Directions include:

Responsible Resource Management: Recognize the obligation, requirements and management resources, needed to adequately manage and restore natural, cultural and historic resources of parks and open space lands.

Active Community Involvement & Partnerships: Continue to support and foster collaboration with citizen stewards, nonprofits, businesses, and other jurisdictions to adequately protect and maintain all County parks and open space parklands.

Sustainable Operations Support & Funding: Seek to adequately fund and staff the operations and maintenance of parks and open space lands with dedicated public funds, partnerships, and sustainable revenue sources.

Creating New Park, Recreation, and Open Space Opportunities: Develop ongoing assessment of the County’s needs and desires including; need for new or expanded recreational facilities, new recreational activities, and desired and available open space and natural resource assets.

Continued Property Acquisitions: Develop strategies and priorities for additional property acquisitions which meet the needs of future park facilities, expands recreational opportunities, protects valued natural, historical and cultural resources, and provides for open space/parkland values.

Responsive Public Relations & Service: Increase effective communications, outreach and service to the public.
Kitsap County will continue to assume the role of provider of regionally significant park facilities, open space lands and special event venues within the County. County Parks, as a regional service provider, is also focused on park facilities serving local neighborhoods and communities within unincorporated Kitsap County, which are not addressed by other public entities. The County will assist and cooperate with cities, state, and other recreational providers to compliment park needs beyond the County's defined role and jurisdiction.

Kitsap County’s Goals for accomplishing those directions over the next six years include:

**Goal: Maintain the System of Regional Parks, Open Space and Recreational Venues.**

**Strategy: Provide Parks of Regional Significance, Attraction and Draw.**

Regionally recognized parks draw users from the entire county, neighboring counties and often draw statewide interest. The natural amenities or attraction of the developed recreation facilities, can generate widespread attraction and use. Categories of regional parks and open space which Kitsap County will acquire, develop and maintain include:

- **Heritage Parks** with expansive landscapes (often several hundred to several thousand acres) are dedicated to public appreciation and enjoyment of natural ecosystems or other significant cultural or historic landscape. Management direction to conserve, protect or enhance the park’s inherent attributes may limit public access and use, direct dictate acceptable levels of activities and impacts and determine appropriate support facilities.

- **Community Recreation Complexes** provide centralized developed areas and facilities, in each political county subdivision and may include; athletic field complexes, playgrounds, extensive trail systems, group picnic shelters, amphitheaters or similar facilities; would meet a regional demand for a wide variety of recreational and community facilities at one site.

- **Waterways and Waterfront Parks** provide access to inlets and open waters of Puget Sound, local streams and lakes. These park facilities recognize a regional need for shoreline access, support for water-dependent recreation opportunities, and the aesthetic appeal of waterfront resources and vistas. “Water Trail” sites around the Puget Sound shoreline, provide for safe public egress and day-use stop-over sites for hand-powered watercraft activities.

- **Trail Systems** provide for diverse recreation needs for outdoor exercise, adventure mode of park travel and exploration within our larger park areas. They serve a wide range of trail users including; walkers, strollers, runners, hikers, dog walkers, equestrians, wildlife observers, and mountain bikers. Trails can be planned and designed for different use requirements including; varying skill and challenge levels, and park setting experiences. Trail facilities including; trailhead parking and trail infrastructures will complement the resource values.
Specialized Use Parks recognize the need to provide for specialized recreation activities and specialized support facilities which are not easily accommodated or recommended within other park areas. For example: skate park, model airplane fly field, outdoor skills-adventure park, or mountain bike "ride park".

Legacy Parks & Properties are acquired and recognized for their contribution to the County's historical roots, significant events or locations. These park settings and significant structures may have limited or directed public access and use, in order to protect the integrity of those inherent values. Educational opportunities and/or interpretive facilities may enhance the park's experience, where appropriate.

Open Space and Greenbelts are important contributions to the natural character of Kitsap County. These "parklands" are largely undeveloped and provide protection for regionally significant wildlife habitat, native vegetation, viewsheds, and greenbelts which buffer the impact of developing communities. These landscapes may offer limited public access and use, and are managed to maintain resource quality.

Sustainable Harvest Forest Lands are large blocks of forested acreages (> 500 acres) designated as intensively managed for the purpose of propagation, growth and sustainable harvest of renewable forest products. Regular maintenance, thinning and replanting after selective harvest will be part of the sustainable forest management. Certain recreation activities and facilities are suitable and compatible with long term forest management strategies. Net revenues derived from harvested forest products are intended to support the County Park system and natural resource management needs.
Where do you recreate in Kitsap County Parks?
<table>
<thead>
<tr>
<th>HERITAGE PARKS</th>
<th>ACRES</th>
<th>DISTRICT</th>
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<td>Banner Forest</td>
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<td>South</td>
</tr>
<tr>
<td>Coulter Creek</td>
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<tr>
<td>Illahee Preserve</td>
<td>462</td>
<td>Central</td>
</tr>
<tr>
<td>Newberry Hill</td>
<td>1,083</td>
<td>Central</td>
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<tr>
<td>North Kitsap</td>
<td>799</td>
<td>North</td>
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<tr>
<td>Port Gamble Forest</td>
<td>1890</td>
<td>North</td>
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<tr>
<td>Total Heritage Parks</td>
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<table>
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<th>WATERWAYS AND WATERFRONT PARKS</th>
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<tr>
<td>Anderson Point Park</td>
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<td>Buck Lake County Park</td>
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<td>Horseshoe Lake County Park</td>
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<td>Island Lake County Park</td>
<td>231</td>
<td>North</td>
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<td>Kitsap Fairgrounds &amp; Events Center</td>
<td>130</td>
<td>Central</td>
</tr>
<tr>
<td>Long Lake County Park</td>
<td>27</td>
<td>South</td>
</tr>
<tr>
<td>Point No Point Lighthouse &amp; Park</td>
<td>61</td>
<td>North</td>
</tr>
<tr>
<td>Salsbury Point County Park</td>
<td>7</td>
<td>North</td>
</tr>
<tr>
<td>South Kitsap Regional Park</td>
<td>209</td>
<td>South</td>
</tr>
<tr>
<td>Name</td>
<td>Location</td>
<td>Description</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>----------</td>
<td>---------------------------------------------------------------</td>
</tr>
<tr>
<td>Rolling Hills Golf Course</td>
<td>Central</td>
<td>18-hole golf course</td>
</tr>
<tr>
<td>Veteran's Memorial Park</td>
<td>South</td>
<td>Ball fields, playground, picnic area</td>
</tr>
<tr>
<td>Wildcat Lake County Park</td>
<td>Central</td>
<td>Basketball courts, fishing, picnic areas, playground, restrooms, swimming area, volleyball courts, water access</td>
</tr>
<tr>
<td>Total Regional Parks</td>
<td></td>
<td>880</td>
</tr>
<tr>
<td><strong>COMMUNITY PARKS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A Quiet Place Park</td>
<td>North</td>
<td>Viewpoints, walking trails</td>
</tr>
<tr>
<td>Anderson Hill Athletic Fields</td>
<td>Central</td>
<td>Ball fields</td>
</tr>
<tr>
<td>Anna Smith Park</td>
<td>Central</td>
<td>Demonstration park, fishing, outdoor amphitheater, picnic areas, picnic shelter, restrooms, viewpoints, walking trails, water access</td>
</tr>
<tr>
<td>Arnness Roadside Park</td>
<td>North</td>
<td>Picnic areas, viewpoints, water access</td>
</tr>
<tr>
<td>Harper Park</td>
<td>South</td>
<td>Ball fields, boat launch, picnic areas, picnic shelters, restrooms, viewpoints, walking trails, water access</td>
</tr>
<tr>
<td>Billie Johnson Kingston Skate Park</td>
<td>North</td>
<td>Skate park</td>
</tr>
<tr>
<td>Kola Kole Park</td>
<td>North</td>
<td>Ball field, playground, 2 basketball courts</td>
</tr>
<tr>
<td>Norwegian Point Park</td>
<td>North</td>
<td>Undeveloped saltwater access</td>
</tr>
<tr>
<td>Olalla Beach</td>
<td>South</td>
<td>Saltwater access, boat launch</td>
</tr>
<tr>
<td>Old Mill Park</td>
<td>South</td>
<td>Saltwater access, trails, picnic areas, interpretive signage</td>
</tr>
<tr>
<td>Silverdale Rotary Gateway Skate Park</td>
<td>Central</td>
<td>Skate park, trails</td>
</tr>
<tr>
<td>Silverdale Waterfront Park</td>
<td>Central</td>
<td>Saltwater beach access, boat launch, restrooms, picnic shelter, picnic area, playground</td>
</tr>
<tr>
<td>Village Greens Golf Course</td>
<td>South</td>
<td>18-hole golf course</td>
</tr>
<tr>
<td><strong>Total Community Parks</strong></td>
<td></td>
<td>174</td>
</tr>
<tr>
<td><strong>NATURAL RESOURCE AREAS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anderson Landing Preserve</td>
<td>Central</td>
<td>Trails and viewpoints</td>
</tr>
<tr>
<td>Barker Creek Corridor</td>
<td>South</td>
<td>Undeveloped riparian habitat</td>
</tr>
<tr>
<td>Carpenter Lake/Carpenter Creek</td>
<td>North</td>
<td>Boardwalk and viewpoints to sedge and bog</td>
</tr>
<tr>
<td>Erlands Point Preserve</td>
<td>Central</td>
<td>Riparian habitat</td>
</tr>
<tr>
<td>Guilleminot Cove Preserve</td>
<td>Central</td>
<td>Trails, Hood Canal waterfront</td>
</tr>
<tr>
<td>Hansville Greenway</td>
<td>North</td>
<td>Trails, viewpoints, wildlife habitat</td>
</tr>
<tr>
<td>Howe Farm</td>
<td>South</td>
<td>Preserved farmland, off leash dog area</td>
</tr>
<tr>
<td>Indianola Bloedel</td>
<td>North</td>
<td>Saltwater shoreline access, trails</td>
</tr>
<tr>
<td>Kingston Nike Site</td>
<td>North</td>
<td>Wetland habitat</td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Property</th>
<th>Area</th>
<th>Region</th>
<th>Feature Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kingston Saltmarsh</td>
<td>14</td>
<td>North</td>
<td>Wetland habitat</td>
</tr>
<tr>
<td>Laughlin Cove</td>
<td>20</td>
<td>Central</td>
<td>Kayak way point on Hood Canal</td>
</tr>
<tr>
<td>Nick's Lagoon</td>
<td>35</td>
<td>Central</td>
<td>Near shore estuarine habitat, environmental education</td>
</tr>
<tr>
<td>Pilot Point</td>
<td>35</td>
<td>North</td>
<td>Saltwater shoreline, undeveloped wildlife habitat</td>
</tr>
<tr>
<td>Schold Farm - Clear Creek</td>
<td>69</td>
<td>Central</td>
<td>Wetland habitat, trails</td>
</tr>
<tr>
<td>Silverdale Wetlands Clear Creek</td>
<td>15</td>
<td>Central</td>
<td>Wetland habitat, trails</td>
</tr>
<tr>
<td>Sinclair Inlet Wildlife Restoration Area</td>
<td>18</td>
<td>South</td>
<td>Estuarine wetland, viewpoints, trails</td>
</tr>
<tr>
<td>Stavis Estuary</td>
<td>11</td>
<td>Central</td>
<td>Preserved estuarine habitat</td>
</tr>
<tr>
<td>Waterman Point Wetland, Tidelands</td>
<td>2</td>
<td>South</td>
<td>Preserved estuarine habitat</td>
</tr>
<tr>
<td>Wicks Lake</td>
<td>157</td>
<td>South</td>
<td>Freshwater access</td>
</tr>
<tr>
<td>Wynn-Jones Preserve</td>
<td>55</td>
<td>South</td>
<td>Saltwater access, trails</td>
</tr>
<tr>
<td><strong>Total Natural Resource Areas</strong></td>
<td>1,276</td>
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**PARTNERSHIP PROPERTIES**

<table>
<thead>
<tr>
<th>Property</th>
<th>Area</th>
<th>Region</th>
<th>Feature Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bandix Dog Park</td>
<td>30</td>
<td>South</td>
<td>Off-leash dog park</td>
</tr>
<tr>
<td>Calvinwood</td>
<td>118</td>
<td>South</td>
<td>Undeveloped open space, trails</td>
</tr>
<tr>
<td>Chico Creek Estuary</td>
<td>3</td>
<td>Central</td>
<td>Undeveloped</td>
</tr>
<tr>
<td>Chief Chico Salmon</td>
<td>5</td>
<td>Central</td>
<td>Undeveloped</td>
</tr>
</tbody>
</table>
Public Outreach and Participation

To develop a clear representation of Kitsap County recreationists and general citizenry, and understand resident recreation preferences and needs, the PROS Plan invited community input and draft Plan through a variety of outreach and participation activities described below:

- Press releases and announcements of the plan and invitation to participate in the on-line survey and comments at major public events, such as; the County Fair, Kingston Community Open House and the local Home and Garden Show.
- Publicity inviting participation for the on-line interactive PROS Survey inviting interests and needs in recreational facilities and open space.
- Briefings and in-person interviews with planners and directors of cities and park districts, Tribes and the Navy.
- Review of the survey, goals and strategies, and draft Plan by the Parks Advisory Board.
- Review of the survey, goals and strategies and draft Plan by the Park Volunteer Stewardship Groups, and review by the County appointed technical and advisory committees; such as the Non-motorized Trails Committee.
- Parks Department hosting Public Forums at venues located in each of the three County Districts.

The outreach validated many of the recreation activity trends and findings of the 2012 PROS Plan, which also involved questionnaires, public meetings, and advisory groups.

Following is the schedule of public outreach and participation:
## Community Outreach & Public Review Process:

<table>
<thead>
<tr>
<th>Public Input and Review Process</th>
<th>Start Date -- 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012 PROS Plan -- Staff Review</td>
<td>May 5 - May 20</td>
</tr>
<tr>
<td>PROS &amp; County COMP Plan Review</td>
<td>June 1 - July 14</td>
</tr>
<tr>
<td>Review other County / Park District PROS Plans</td>
<td></td>
</tr>
<tr>
<td>Inventory Existing Open Space and Park Facilities</td>
<td></td>
</tr>
<tr>
<td>Review and Revise Park Categories</td>
<td></td>
</tr>
<tr>
<td>Parks Advisory Board (PRAB) PROS Sub-Committee</td>
<td>July 1 - September 11</td>
</tr>
<tr>
<td>Review 2012 Vision/Goals</td>
<td></td>
</tr>
<tr>
<td>Review 2012 Policy Directions &amp; Strategies</td>
<td></td>
</tr>
<tr>
<td>Identify Issues and Opportunities</td>
<td></td>
</tr>
<tr>
<td>Identify Stakeholders</td>
<td></td>
</tr>
<tr>
<td>Draft Public Outreach and Participation Process</td>
<td>August 14 - September 11</td>
</tr>
<tr>
<td><strong>Community Outreach Implementation</strong></td>
<td>September 1 - October 30</td>
</tr>
<tr>
<td>Media/Press Announcement &amp; Web-Survey Posted</td>
<td></td>
</tr>
<tr>
<td>REI Postcard Distribution</td>
<td>September 1-4</td>
</tr>
<tr>
<td>Community Event Announcements -- Plan &amp; Survey</td>
<td></td>
</tr>
<tr>
<td>Stakeholder Meetings, Cities, Park Districts, Navy, Tribes</td>
<td></td>
</tr>
<tr>
<td>Kingston Days</td>
<td>September 21</td>
</tr>
<tr>
<td>KBA Home Show</td>
<td>October 7-8</td>
</tr>
<tr>
<td><strong>Community Forums:</strong></td>
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<tr>
<td>Central District -- County Administration Building</td>
<td>October 3</td>
</tr>
<tr>
<td>North District -- Eagles Nest</td>
<td>October 10</td>
</tr>
<tr>
<td>South District -- Long Lake Community Center</td>
<td>October 17</td>
</tr>
<tr>
<td>Analysis of Survey and Public Input -- Needs/Demands</td>
<td>November 6-9</td>
</tr>
<tr>
<td>Draft PROS Plan -- Goals, Strategies and Objectives</td>
<td>November 1 - December 31</td>
</tr>
<tr>
<td>Publish Draft Plan to Web / Invite Public Comments</td>
<td></td>
</tr>
<tr>
<td>Key Findings and Analysis</td>
<td></td>
</tr>
<tr>
<td>PRAB Review &amp; Public Comments</td>
<td></td>
</tr>
<tr>
<td><strong>Board of County Commissioners (BoCC) Review</strong></td>
<td>January 10 - February 23, 2018</td>
</tr>
<tr>
<td>Public Comments Summary</td>
<td>January 30, 2018</td>
</tr>
<tr>
<td>Anticipated Public Hearings</td>
<td>February 11 &amp; 25, 2017</td>
</tr>
<tr>
<td>BoCC Adoption</td>
<td>February 25, 2018</td>
</tr>
<tr>
<td>PROS Plan Submittal to RCO</td>
<td>March, 2018</td>
</tr>
</tbody>
</table>
SUMMARY OF POLICY DIRECTIONS, GOALS STRATEGIES:

Equity of Parks, Trails, and Open Space Lands

Parks, trails, and open space lands offer health and activity benefits for the entire community. The design and function of those facilities and properties are to be available to the community equitably and benefit all.

Goal: Enhance access for all park facilities and provide for diverse interests and populations.
Strategyn: Locate and design recreation facilities for underserved populations, and strive for optimum accessibility, and a spectrum of park settings, and facilities.

Goal: Support Community Health and Safety in Park Environments.
Strategyn: The County can address safety concerns by locating and designing parks with safety elements and safety messages as a primary objective.

Environmental Protection and Stewardship

The 2016 Kitsap County Comprehensive Plan (COMP) clearly outlines restoration and protection of the natural environment. The COMP Plan, demonstrates the County's deep commitment to maintaining and restoring ecosystems via habitat conservation, restoration of waterways, and reduction of greenhouse gas emissions.

Goal: Support the needs of indigenous wildlife and native flora.
Strategyn: Plan and develop parks and recreation facilities with natural resource protection and enhancement a priority.

Goal: Provide physical and visual public access opportunities for water-oriented recreation, in such a way that protects private property rights, public safety, and shoreline ecological functions and processes.
Strategies:
- Consider and identify opportunities to increase public access and foster environmental and economic benefits associated with Kitsap Peninsula National Water Trails.
- Prioritize acquisition of properties that provide access to public tidelands, to maximize public access.
Habitat Plan

This plan addresses only a portion of the strategies necessary to successfully retain and maintain healthy populations of prioritized fish, wildlife, and plant species for watershed and habitat value in Kitsap County Parks.

**Goal:** Protect the highest priority wildlife habitat and native flora areas through Parks and Open Space acquisition programs and park resource stewardship.

- Strategy: Evaluate specific opportunities for habitat preservation following a priority criteria for acquisition and protection.
- Strategy: Maintain and restore areas of importance to species of concern, as identified by WDFW, through protection measures in existing Parks, greenbelts, and open space.
- Strategy: Acquire, where feasible, remaining large blocks of habitat in the County.

**Goal:** Protect riparian corridors, watershed and nearshore habitat.

**Goal:** Promote the creation of greenway corridors for the protection of indigenous terrestrial species.

**Goal:** Leverage cooperative agreements with other jurisdictions, organizations, land trusts and private landowners to help provide and maintain habitat values and ecosystem functions.

Forest Stewardship

The County’s Forest Stewardship Program has begun to develop prescription stewardship of these former “tree-farms,” now Heritage Park forests, and is working toward intervention techniques to improve the forest health and biodiversity. In time, the results will produce a more diverse forest composition with mixed species of conifer and deciduous hardwoods, and a greatly enhanced wildlife habitat.

**Goal:** Continue the collaborative forest landscape restoration and natural resource stewardship program.

**Strategies:**
- Reduce overly dense forests and monoculture-derived from inherited “farm-forestry” objectives with a cooperatively planned and implemented natural forest restoration process.
- Continue to develop Forest Stewardship Plans developed cooperatively with Park Stewards, are based on Best-Management Practices and Best-Available Science.
- Continuously assess successes, challenges, and adjustments of restoration work,
- Research and evaluate the feasibility of creating new Community Working Forestlands, independent of traditional Parklands.
Park Trails & Regional Trail Systems

The demand for trail facilities and opportunities appears on surveys conducted as part of the County's Growth Management Plan 2016, and recent County Parks' visitor surveys. Citizens have asked for more trails which are easily accessed by developed communities, as well as, more remote nature-oriented trail systems.

**IN-PARK TRAILS**

**Goal:** Improve public access, orientation, and user experience with existing trail systems.

**Goal:** Improve the quality of in-park trail planning, development and stewardship.

Strategy: Formalize and implement standards for trail planning, design and construction.

Strategy: Represent the true cost of developing and maintaining trail systems and trailhead facilities, meet County standards, and are safe and recreationist friendly.

**REGIONAL TRAILS**

**Goal:** Improve coordination with other trail plans and management systems throughout the County, working towards and affective connectivity of trail segments.

**Goal:** Address trail needs for specialized users.

**Water-Trails System**

Kitsap Peninsula Water Trail System is a recognized part of the National Water Trails Program. As a regional and national draw, this growing recreation will contribute to the recognized destination ecotourism industry and support economic development throughout our marine setting.

**Goal:** Increase the availability and wide-spread awareness of this developing water trails site network.

Strategy: Support the development and management of water trail sites and access to our waterways through the Regional Water Trails Alliance.
Developed parks and the County Fairgrounds are ideal settings for group events, celebratory parties, family picnic gatherings, and athletic competitions. Many Parks support rentable picnic shelters, community centers and athletic venues, as well as a community golf course. Managing facilities requires efficient rental service, ongoing maintenance and on-site operations oversight.

**Goal:** Continue to enhance event and athletic facilities, service to those clients, and long-term sustainability of those facilities and operation functions.

Strategies for Revenue Producing Facilities: Improve services, determine facility needs, and determine service delivery costs and revenues by conducting ongoing studies and analysis.

**Fairgrounds**

The Kitsap County Fairgrounds and Events Center includes meeting rooms, fair facilities, barns, arenas, large indoor/outdoor venues, ball fields, soccer fields, picnic shelters, “The Kitsap Kids Castle” playground, 18-hole Disc Golf Course, and the Thunderbird outdoor stadium, which holds 5500 spectators. Staffing includes full-time maintenance and operations crew, reservation staff and events manager, and extra seasonal help to handle constant demand for rotating weekly events.

**Goal:** Improve the operations, marketing and service levels for this venue and event complex.

Strategy: Streamline facility management, operations efficiency, and revenue optimizing.

Strategy: Expand the “footprint” of the Fairgrounds to include space to handle peak seasonal use demands.

Strategy:Increase efficiency and consistency in facility management.

Strategy: Update Deferred Maintenance and Facility Replacement Plan to include priority scheduling and 6-year Capital Improvement Project Costs.
Maintenance and Operations

Athletic fields, playgrounds, skate parks, boat launches, picnicking lawns and shelters, indoor community halls, dog parks, model air fields, historic sites, recreational trails, swim beaches, park landscaping, historic structures, restrooms, gates, kiosks, signs, fences, and internal roadways, are all amenities of the County Parks System.

GOAL: Continue to improve and enhance facility maintenance and operations, to recognized standards for developed park facilities, and for the management of open space properties and Heritage Parks.

Strategies:
1. Park Property Acquisitions
2. Facility Maintenance Standards
3. Resource Management Volunteer Support
4. Facility Improvement
5. Green Infrastructure

Volunteers and Park Stewardship Programs

The Kitsap County Volunteer and Park Stewardship program designed to encourage and support community efforts to preserve, protect, and restore the natural and cultural resources within County Parks. Volunteers work with the Parks Department staff in combining resources and energy that contribute to the quality of the parks and facilities.

Issues related to management of this extensive program include:
- Staff capacity to manage the growing number of volunteer groups
- Volunteer recruitment and retention of volunteers
- Training needs, tools and support resources
- Program marketing
- Project grants, fundraising, and operation funds

Goal: Continue to Grow Volunteer Program

Strategy: Broaden the capacity of this program, to increase support and volunteers through training and recruitment approaches.
Strategy: Expand the parks docent program for interpretive programs for natural, cultural and historic sites, through training and partnerships.
Park Acquisitions

Assessing current County Park property holdings and forecasting the need and desire for future park properties is dependent on several factors: Conducting ongoing surveys (formal and informal) of community recreation needs and desires, as the County grows and diversifies; Updating ecological research determining open space and environmental health goals; creating an agenda for cultural heritage enhancement and historic property preservation; and Determining the feasibility of County services to responsibly manage facilities and steward those cultural and natural resources.

Goal: Develop and implement land acquisition policies and procedures for properties which support or enhance current park developments, protect natural resource assets, and provide for anticipated park developments and open space needs.

Strategy: Prepare Potential Park Additions with comprehensive assessments, evaluation, and determining park and recreation need priorities.

Capital Facilities Plan

The six-year Kitsap County Parks Capital Facility Plan is used to identify public facility improvements and equipment purchases to meet County-wide needs for major maintenance, facility upgrades, utilities, roads and parking lots, and new park facility developments.

Specific projects and project areas are presented, and projected funding sources identified. The funding of the Capital Facilities Plan come from a host of sources, but predominately from grants, General Obligation Bonds, special taxes, partnerships, and revenue accounts’ cash balances.

**Capital Facilities 6-Year Forecast**
Funding Needs & Options — Insert Background

Goal: Provide appropriate and necessary funding and resources to support the management and maintenance of parks, facilities, and open space lands of the highest quality possible.

Strategies:
1. Establish Minimum Acceptable Standards for Park Facilities including essential visitor accommodations and amenities including: trailhead parking, orientation and way-finding signage, park interpretation and restrooms.
2. Promote and establish stable funding sources to support the County's parks operations and maintenance system.
3. Institute a formal, ongoing capital improvement and new facility investment funding program.

Acquisition Funding

Goal:

Development Funding

Goal:

Maintenance Funding

Goal:

Partnerships

Goal:

FINAL PROS Plan Includes:
- Public Review & Comment Summary & Response
- Key Findings and Analysis
- Technical | Map Appendices
- Board of County Commissioners Resolution of Adoption
- 2018 PROS Plan Submittal to WA Recreation and Conservation Office (RCO)
Think Outside

Addressing the Future of Parks, Recreation & Open Space

Draft – September 2017
2018 Parks and Open Space Plan

Purpose

The Parks & Recreation Open Space Plan (PROS) is an element of the Kitsap County’s overarching Comprehensive Plan. The PROS Plan has a scope of six years and a 20-year vision for the County’s park system and includes steps needed for developing and improving existing park facilities, the development and acquisition for new park facilities, and expanding recreational opportunities.

Need for County Plan Update

Updating the 2012 PROS Plan is a requisite component of the Growth Management Act (GMA). The GMA promotes wise use of limited land and resources which helps conserve open space. The GMA encourages the enhancement of recreational opportunities, and calls for the development of parks and recreation facilities, which adds to the quality of life in communities. The PROS Plan is also required for state and federal grant eligibility, overseen by the Washington State Recreation and Conservation Office (RCO). Upon adoption by the Kitsap County Board of Commissioners, the plan will be submitted to RCO for approval.

2018 PROS Plan Development

This plan outlines policy directions, goals and objectives, implementation strategies, capital improvements, and investment emphasis for Kitsap County’s system of parks and open space.

The updated 2018-2024 PROS Plan will:

- Evaluate the need and demand for parks, recreational facilities, open space and other recreational lands, throughout the County;
- Identify key issues, strengths and opportunities required to improve our parks system, and ensure the capacity to adequately plan, develop and operate park properties and facilities;
- Provide guidelines and policy direction for the County in terms of acquiring, developing and preserving properties with regional significance and recreation value;
- Identify strategies and objectives needed to ensure that parks are an integral part of the County’s economic development strategy; and
- Assess current funding mechanisms, partnerships, and new potential funding strategies.

After a period of public outreach, review and comment, the plan will move to the Board of County Commissioners for adoption.
• Follow-up with community organizations following the adoption of the PROS Plan and discussions about support and implementation of facets of the plan.

Stakeholders

Stakeholders have a vested interest in the PROS Plan, its policy, goals and directions and can offer essential input as well as support active outreach and communication about the plan update to their friends, neighbors and colleagues.

Internal Stakeholders

• Board of County Commissioners (oversight, outreach)
• Parks Management and Field Staff (visitor contact, volunteer coordination)
• Community Development (environmental)
• Public Works (non-motorized trails, mapping, environmental)
• Information Services (GIS, Web-service)
• Park Volunteer Stewards

External Stakeholders

• Recreation Interest Groups:
  o Evergreen Mountain Bike Alliance
  o North Kitsap Trails Association
  o Washington Trails Association
  o Backcountry Horsemen
  o Kitsap Audubon
  o Specialty user groups (skateboards, disc golf, etc.)
  o Local sports leagues (Little League, youth sport associations, etc.)
  o Community advisory group parks subcommittees
  o General Public and Facility Renters

• Conservation Interests:
  o Great Peninsula Conservancy
  o North Puget Sound Recovery
  o Washington Audubon
  o Washington State University Kitsap County Extension
  o Suquamish Tribe
  o Port Gamble S’Klallam Tribe
  o Washington State Department of Ecology

• Park & Recreation Agencies:
  o City of Bremerton Park Department
  o City of Poulsbo Parks and Recreation
  o City of Port Orchard Parks
  o Bainbridge Island Parks and Recreation District
Following is the schedule of public outreach and participation:

<table>
<thead>
<tr>
<th>PUBLIC INPUT AND REVIEW PROCESS</th>
<th>2017-2018 Start Dates</th>
<th>Duration – Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012 PROS Plan -- Staff Review</td>
<td>May 5–May 20</td>
<td>15</td>
</tr>
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<td>PROS &amp; County COMP Plan Review</td>
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</tr>
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<td>70</td>
</tr>
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<td>60</td>
</tr>
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<td></td>
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<tr>
<td>REI Postcard Distribution</td>
<td>September 1–4</td>
<td>4</td>
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<tr>
<td>Community Event Announcements for Plan &amp; Survey</td>
<td>September</td>
<td></td>
</tr>
<tr>
<td>Stakeholder Meetings (Cities, Park Districts, Navy, Tribes)</td>
<td>September</td>
<td>30</td>
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<tr>
<td>Kingston Community Open House</td>
<td>September 21</td>
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<tr>
<td>Kitsap building Association Home Show</td>
<td>October 7–8</td>
<td>2</td>
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<tr>
<td>Community Forums:</td>
<td></td>
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<tr>
<td>Central District -- Fairgrounds Eagles Nest Bldg.</td>
<td>October 3</td>
<td>1</td>
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<tr>
<td>South District – Port Orchard County Admin. Bldg.</td>
<td>October 10</td>
<td>1</td>
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<tr>
<td>North District -- Island Lake Community Center</td>
<td>October 17</td>
<td>1</td>
</tr>
<tr>
<td>Analysis of Survey and Public Input</td>
<td>November 6–9</td>
<td>5</td>
</tr>
<tr>
<td>Draft PROS Plan -- Goals, Strategies and Objectives</td>
<td>November 1–December 31</td>
<td>60</td>
</tr>
<tr>
<td>Publish Draft Plan to Web / Invite Public Comments</td>
<td></td>
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<tr>
<td>Key Findings and Analysis</td>
<td></td>
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<tr>
<td>PRAB Review &amp; Public Comments</td>
<td></td>
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<tr>
<td>Board of County Commissioners Review</td>
<td>January 10–February 23, 2018</td>
<td>60</td>
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<tr>
<td>Public Hearing</td>
<td>Public Comments Summary</td>
<td>January 30, 2018</td>
</tr>
<tr>
<td>Final PROS Plan</td>
<td>County Commissioner Adoption</td>
<td>February 25, 2018</td>
</tr>
<tr>
<td>PROS Plan Submittal to RCO</td>
<td>March, 2018</td>
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</table>
Communications Implementation Plan: Roles, Responsibilities & Timeline

The Park Management Team (Team) and the Parks and Recreation Advisory Board PROS Subcommittee (PRAB Sub) are responsible for the review of outreach materials and strategies. The Parks Advisory Board is responsible for review of the communication and outreach approach and draft plan elements. Parks Planner Steven Starlund is lead for the PROS and communication plan. Jim Dunwiddie, Parks Director, and Travis Buell, Assistant Director, oversee the development of the PROS Plan, implementation of the public outreach and communication, and final drafting of the plan to incorporate input received during the review process.

<table>
<thead>
<tr>
<th>Task</th>
<th>Responsible</th>
<th>Review &amp; Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012 PROS Plan Review</td>
<td>S. Starlund</td>
<td>Team / PRAB</td>
</tr>
<tr>
<td>Draft goals and strategies</td>
<td>S. Starlund</td>
<td>Team / PRAB</td>
</tr>
<tr>
<td>Outreach materials and message</td>
<td>S. Starlund</td>
<td>Team / PRAB Sub</td>
</tr>
<tr>
<td>Communication Plan &amp; Public Relations</td>
<td>S. Starlund/R. Pirtle</td>
<td>Asst. Director</td>
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<tr>
<td>Public Event Presentations</td>
<td>Parks Team</td>
<td>PRAB Sub</td>
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<tr>
<td>Survey</td>
<td>Asst. Director</td>
<td>PRAB Sub / Parks Team</td>
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<tr>
<td>Publication Materials / PowerPoint</td>
<td>S. Starlund</td>
<td>J. Ogo / R. Pirtle</td>
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<td>Community Forums</td>
<td>Parks Team</td>
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<td>Stakeholder Presentations</td>
<td>Parks Team</td>
<td>PRAB Sub</td>
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<tr>
<td>Survey Results &amp; Analysis</td>
<td>Asst. Director</td>
<td>Team / PRAB</td>
</tr>
<tr>
<td>Public Comments Review &amp; Analysis</td>
<td>S. Starlund / Team</td>
<td>Asst. Director / PRAB Sub</td>
</tr>
</tbody>
</table>

**Timeline**

- **Sept. 2017**: Survey Announcements
- **Oct. 2017**: Community Forums and Stakeholder Interviews
- **Nov. 2017**: Analysis of Survey and Public Input
- **Nov.-Dec. 2017**: Publish Draft Plan
- **Dec. 2017**: Public Comments on Draft – Review and Plan Response
- **Jan. 2018**: Draft Plan with Public Input Analysis
- **Feb. 2018**: Final Plan Adoption
Newberry Hill Heritage Park Stewardship Report July 2017

Fish.

Coho (Oncorhyncus kisutch) fry north of Culvert 18 were predated due to low water levels. The fish are easy prey when pools shallow and contract.

Culvert Cleaning

Several culverts were cleaned along Old Loop Parkway in anticipation of fall rains. Several are blocked each year by beaver and stewards do not clear them until the surface water is gone. This usually occurs in August.

Restorative Forestry

Restorative Forestry work has been completed in the south end of the park. Tree planting and post thinning clean up will begin this winter.

Scotch Broom Removal is ongoing. The explosion of this invasive is the only downside
to the major benefits of the restorative forestry project.

**Mowing**

Mowing has been halted due to fire danger for the past several weeks. Mowing will resume on Monday 25 September

**Trail Signs**

The "Strange Days" trail head sign is missing. A new one has been constructed and will be installed on Saturday. Additional trail signage has been constructed and will be installed to reflect corrections and clarifications. The new parkway created by the restorative forestry project in 2014 has been named Salish Parkway. All roads used as trails will be re-designated as Parkways. ie Old Loop Parkway, Old Timber Parkway etc.

**Fire and Rescue Coordinates**

AES Consultants has made corrections and additions to the park map. Stewards authorized $500.00 to cover the costs incurred by AES. Once the map is finalized, the new version will be uploaded to Maprika.

**Trail Maintenance**

Stewards pruned Old Loop Parkway at culvert 18.
Think Outside ... 

Your Park Ideas Matter
Participate in the 2018 Kitsap County Parks & Open Space Plan

OPEN HOUSE FORUMS: 5:30pm - 7:00pm
Oct. 3 – Fairgrounds (Eagles Nest Bldg.)
Oct. 10 – Port Orchard (County Admin. Bldg.)
Oct. 17 – Island Lake Community Center

Information & Survey at www.kitsapgov.com/parks
<table>
<thead>
<tr>
<th>NAME</th>
<th>CONTACT INFORMATION (Phone #, e-mail address...)</th>
<th>COMMENT OR ISSUE OF CONCERN (optional)</th>
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</thead>
<tbody>
<tr>
<td>Jim Aho</td>
<td></td>
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<tr>
<td>Sara Fisher's</td>
<td>AP 60/70 Class - 6 members</td>
<td></td>
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</tbody>
</table>
Meeting called to order by Chair Ani Gatz at 6:02 P.M.


Staff Present: Jim Dunwiddie, Travis Buell, Steven Starlund and Leigh Snyder

Members of the public – 8

Approval of the August 16th minutes

**Motion:** Larry Walker  **Second:** Kathryn Thompson
Motion to accept the August 16, 2017 minutes as presented.
**Discussion:** regarding the Guillemot Cove item (July 19th meeting discussion).
**Action:** minutes approved

**Public Comments:** Jim Aho thanked Frank Stricklin and Bill Wasson for their review and site visit to delineate the wetlands at the Illahee Forest Preserve. Dr. Sarah Cook also weighed in. There will be a meeting held with the Army Corp of Engineers and other governmental agencies who will give a final assessment of the area by month end. The dedication of the picnic shelter will be held Thursday the 28th of September at 5:30.

Seven students from the Central Kitsap School District AP Government Class taught by Sarah Fisher attended the meeting as part of a class assignment to learn more about the workings of local government and the community. Jim Dunwiddie welcomed them and spoke to them about the importance to the Parks Department of volunteer community support.

**Directors Report:** Sale of the Gorst Warehouse building is complete. The proceeds ($247K) will be used to erect a pole barn building at the SK Road Shed for equipment storage and staff use. The Department has received the green light to proceed with plans for a Park Foundation under the umbrella of the Kitsap Community Foundation. Central Kitsap School District is close to approval for the improvements to Lobe Field 2 & 3. The projected investment is $2.5 million dollars for all weather surfaces for multi-use fields. They will assume all maintenance and management of the fields and they will be open to the public after school use. In answer to a question posed the department will lose some revenue but that loss will be offset somewhat by the reduction of the cost of irrigation. Some points from the budget presentation (full presentation attached) The Point No Point Park Lighthouse Society partnership generates $123K in net revenue. All improvements to the facility are paid by rent. Department along with the Lighthouse Society have made improvement to the “Maggie House” at the park and it will soon be offered for rent. We anticipate $50K in revenue from that source. The budget is status quo for 2018. Additional funds from revenue sources will be dedicated to employee training and safety and for volunteer training, recruitment, and retention. The consensus of the PRAB is that the historical fee waivers at the Fairgrounds for certain events organized by volunteers that support the County’s mission are continued.
Staff Reports: (Attached) --no questions

Subcommittee Reports:

Communications: Point No Point Video is complete and will be going out to the PRAB to share. Other items to share on Facebook are the upcoming Haunted Fairgrounds and Ghost Train and work parties like the Saturday Volunteer work party at Port Gamble.

Parks & Property: On hold for Pros.

Visitor Services: Working to reach a solution to the question of night riding at Port Gamble.

Forestry: Newberry Hill Heritage Park restoration thinning in the South portion is complete. Good job by the loggers. Fences to be erected to keep the public out of sensitive areas. Tree planting will occur this winter and some stump clearing will be done to create amphibian habitat. Banner Forest Stewardship Group will be working with Arno at Coulter Creek to learn how to mark trees for future restoration thinning. February/March tree planting will begin at South Kitsap Regional Park. The Coulter Creek restoration thinning plan will be brought to PRAB next month. There has been a root rot pocket found at Wildcat Lake in an area close to a building that will need to be addressed.

PROS: Overview of draft plan (full draft attached) presented by Steven Starlund. There has been several public outreach efforts -- online survey, informal communications at the Fair, Kingston Days and to stewardship groups. There will be a separate section on the Website for public comment. The Draft Plan set for completion by end of October, full plan by the end of December and BoCC in January for review and approval. In answer to a question for a print announcement Rebecca Pirtle will be completing a press release. Ani suggested entering the public outreach events on the Sound Publishing Community Calendar. We have met with various other park districts, the Navy and the State to see how our county parks fit with them.

Stewardship Group Reports:

Newberry Hill Heritage Park: (full report attached) Coho fry north of Culvert 18 were predated on by raccoons, several culverts cleaned in anticipation of fall rains, scotch broom removal is ongoing, additional and replacement trails signage has been constructed and will be installed.

Port Gamble Forest Heritage Park: Work party Saturday.

North Kitsap Heritage Park: Master Plan work continues working to designate the land areas.

Banner Forest: Working on a re-design of the bridge crossing the wetlands. Next work party the second Saturday in October.

Old Business: None

New Business: Jim Aho reported that the Illahee Fire on Monday the 11th was started where a person made a home site on a recently cleared trail. Jim Dunwiddie reported that the cause of the fire at Rolling Hills Golf Course has not been determined but they lost all the equipment stored in the building that burned. Insurance will cover the loss, equipment has been replaced. Frank Stricklin is working to reschedule a Beaver Relocation Class, taught by one of the tribes once set he will get the information out to the PRAB. Jim Dunwiddie encouraged the students attending
the meeting to spread the word to attend the Zombie Hunt at the Fairgrounds and Event Center during the Haunted Fairgrounds.

Meeting adjourned by Chair Ani Gatz at 7:14 PM after a motion by Frank Stricklin and a second by Larry Walker.