



# KITSAP COUNTY PARKS ADVISORY BOARD MEETING

**DATE:** Wednesday, January 17, 2024  
**TIME:** 6:00 PM - 8:00 PM  
**LOCATION:** This is a hybrid meeting. It will be held in-person at the Eagle’s Nest Community Center (1195 Fairgrounds Road, Bremerton) and on Zoom.  
 Zoom link will be posted on the [home page](#) of Kitsap County Parks website on the day of the meeting. The link is the bottom right-hand side under the heading: **Upcoming Parks Advisory Board Meeting.**

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Pre-Meeting: Virtual meeting format, information, and instructions

- I. Welcome & Introductions
- II. Adoption of the November 15, 2023 meeting minutes
- III. Public Comment (3-minute limit/person)
- IV. Special Presentations/Reports
  - a. Staff Introduction: Kevin Ceder *Irene Weber, Kevin Ceder*
  - b. 2023 Events Year in Review *Alex Hardy*
- V. Position Elections *Nominating Sub-Committee & Board*
- VI. PAB Workplan *Board*
- VII. Parks Report
  - a. Director’s Report *Alex Wisniewski*
- VIII. Sub Committee Reports
  - a. None
- IX. District Representative Reports
  - a. Old Business
  - b. New Business
- X. Public Comment (3-minute limit/person)
- XI. Adjournment

Sub Committee	Type	Focus Area	PAB Members	Parks Staff <i>(may vary by topic)</i>
Finance & Budget	Standing (per by laws)	<ul style="list-style-type: none"> <li>• Operating Budget</li> <li>• Funding Opportunities</li> </ul>	Linda Berry-Maraist Grady Martin Jon Pearson	Parks Director
Capital Projects & Parks	Standing (per by laws)	<ul style="list-style-type: none"> <li>• Capital Projects Program</li> <li>• M&amp;O Program</li> </ul>	Larry Walker Nancy Whitaker Grady Martin Jon Pearson	Capital Projects Planner M&O Supervisor
Community Outreach & Visitor Services	Ad Hoc	<ul style="list-style-type: none"> <li>• Events and Rentals Program</li> <li>• Marketing</li> <li>• Volunteer Program</li> <li>• Youth Engagement</li> </ul>	Nancy Whitaker Amy Lawrence Amy Smalley Lisa Hurt	Marketing & Events Supervisor Natural Resources Supervisor
Planning & Property	Ad Hoc	<ul style="list-style-type: none"> <li>• Planning Program</li> <li>• Natural Resources Program</li> <li>• Land Acquisition &amp;</li> </ul>	Linda Berry-Maraist Amy Lawrence Joanne Clark Lisa Hurt	Parks Planner Natural Resources Supervisor

		Divestiture • Park Code		
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**KITSAP COUNTY PARKS ADVISORY BOARD**  
**DRAFT November 15, 2023**  
**MEETING MINUTES**

The meeting was called to order at 6:01 PM by the Parks Advisory Board Vice-Chair, Lisa Hurt  
Guidelines of the hybrid Advisory Board Meeting were read.

**WELCOME AND INTRODUCTIONS**

**APPROVAL OF MINUTES | ACTION:** *Linda Berry-Maraist brought to attention a correction needed in Natural Resources Supervisor title. Larry Walker motioned to adopt October 15, 2023, meeting minutes with correction. Linda Berry-Maraist seconded the motion. Minutes approved.*

**PUBLIC COMMENT**

- Sam Huff –West Sound Disc Golf Association and Stewardship Group.
    - Volunteer work parties throughout Kitsap at Parks to help maintain trails.
    - Actively looking for new location in Kitsap for one or two more courses. Square Lake location is ideal.
  - Carol Price – Volunteer for Kitsap Parks, Trails, and Open Spaces (KPTOS)
    - Request to add the KPTOS meeting dates and work parties' events to the Kitsap County Parks volunteer's calendar.
    - Questions
      1. Why Parks Stewards aren't members of the Parks Advisory Board?
        - I. Nancy Whitaker, Larry Walker, Lisa Hurt, Amy Lawrence and Linda Berry-Maraist are Parks Stewards.
      2. Are members of KPTOS considered to be Parks Stewards and part of the Kitsap County system?
  - KC Patton – Kitsap Aircraft Radio Control Society (KARCS)
    - Follow up to previous comment. Stewards are required to complete Kitsap County Stewardship training to qualify as stewards. Members of KARCS are volunteers.
- Discussion regarding qualifications for Steward status.

**SPECIAL PRESENTATIONS- NONE**

**POSITION ELECTIONS**

Nominating Committee – Jon Pearson, Larry Walker, and Linda Berry-Maraist.

Elections for Chair and Vice Chair will occur in January 2024

Reappointments for Larry Walker, Nancy Whitaker, and Lisa Hurt.

Nominating Committee reports that they have not met yet. Request confirmation of current PAB terms.

Larry and Jon confirmed Jon Pearson is the only person not eligible for chair and vice-chair position.

**DIRECTOR'S REPORT**

- Introduction to the new Natural Resources Supervisor – Irene Weber
- Staffing Update –
  - Parks Planner and Capital Project Specialist positions remains open. New YouTube ad posted to cast broad net.
  - Capital Project Specialist interviews concluded. Candidate identified and offer letter sent. candidate declined due to taking another position elsewhere.
  - Forester position select candidates will go through phone screening the week after Thanksgiving. In person interviews happening shortly after. Expect to fill position by end of year or early January.
  - Two M&O worker positions recently opened.
- Maintenance and Operations Program– Brian Hauschel shared updates on current projects-

- Point No Point Beach Rehabilitation – Phase 1 proceeding forward as planned. Permitting should be completed by end of November. Working with contractor availability. Strategies in place to address forecasted King Tides in late November.
- Building Demolitions – Log Cabin at Fairgrounds, house at Long Lake Park, house at Nick’s Lagoon Park and house at Anna Smith Park. Request for Bid solicitation process completed. Contract awarded and being drafted.
- Parks developing a Piggyback contract with Carrier Corporation for HVAC system replacements at Parks office and Eagle’s Nest. BoCC to review on November 27.
- Port Gamble Forest Heritage Park – Stottlemeyer Trailhead Parking Lot. Request for Bid posted until November 28.
- Natural Resources Program - Irene Weber shared some highlights from the Parks Volunteer Appreciation Event held on October 28. Shout out to the three Natural Resources Coordinators, Aaron, Sierra and Victoria, for their work in preparing and hosting this successful event. Approximately 80 people attended. Eight awards were presented to outstanding volunteers.
  - Nancy Whitaker attended as a Parks Steward. Recommends PAB attend this event in the future.

**ACTION** - Nancy Whitaker requests Washington Trails Association (WTA) be added to the “Partners worked with this period” in the Director’s Report under the Natural Resources Program.

- Parks Open Space Plan – Chuck Cuzzetto provided an update on the PROS Plan. Currently in the Public Engagement Information Collection phase. Completed four (4) Open Houses, one in each district and one Parks staff event. Format of these meeting was to provide an opportunity for in-person feedback regarding community vision for Kitsap Parks. Approximately 100 total attendees combined. Current survey is Phase Two – Visioning Survey. Approximately 1,800 comments received so far. Survey open until the first week of December. Next Phase is the Prioritization Survey. School District approved for Parks to have tabling events in December at several schools to gather youth opinions. PAB feedback –

**ACTION** - Lisa Hurt requests a list of the names of groups that Parks reached out to for PROS Plan feedback. Larry Walker and Jon Pearson shared their experience at the Open Houses.

## **SUB COMMITTEE REPORTS – NONE**

## **DISTRICT REPRESENTATIVE REPORTS**

### **OLD BUSINESS –**

- Request for additional information regarding the beaver situation discussed at the October PAB meeting. Irene is reaching out to DCD to figure out what policies Kitsap may have and WDFW is evaluating and will provide recommendations. Nancy shared information regarding the Newberry Hill Heritage Park Pond status since the removal of the beavers.
- Port Gamble Stewards met at in early November. The group is working on an array of projects but still waiting on feedback. Current projects are on hold and group is doing basic maintenance in the meantime. Would like clarification on what projects are approved. A suggestion from group to provide bells for bikes to increase trail sharing and safety.
- Concerns regarding PGFHP becoming a bike centric park. Her conversations with pedestrians and equestrians are highlighting the safety concerns. Can Parks add more signs with Park rules?
- Park Code states all trails are multi-use. This is not accurate as some trails are not suitable for all users.
- Class 3 bikes are also an issue.

### **NEW BUSINESS –**

- Question regarding December PAB meeting occurring or not.
- Lawsuit/Hearing regarding Alderwood Housing development in North Kitsap. Parks Stewards, volunteers, and concerned citizens are trying to protect the wetlands. Is Parks Department aware of this hearing?
- Banner Forest recent work party was canceled due to fowl weather.
- Newberry Hill Heritage Park will host a Turkey Trot Run on Thanksgiving Day. This event is a joint effort

by Silverdale Rotary, KC Parks, Stewardship Group, Kitsap Amateur Radio Club. Third year the event has been held at NHHP.

- Kitsap Mountaineers Club hosting hike at NHHP on Black Friday. Naturalist will provide educational outreach on forest thinning during the event.

**PUBLIC COMMENT**

- Carol Price – multiuse trails are an issue worldwide. Concerns that this statement is a slippery slope. Could lead to more motorized vehicles on trails. PGFHP should have designated walking trails.
- Newberry Hill Heritage Park has “Foot Traffic Only” signs.
- Ranger trail should not be a bike only trail.
- Joe Lubischer –
  - Request that Parks make a final decision regarding where the PAB zoom link and agenda will be posted online. Also request to have these items posted sooner.
  - North Kitsap Heritage Park beaver issue. Offer to demonstrate beaver control devices.
  - Reaction to bells on bikes. Please consider the hard of hearing community.
  - Multiuse trails are an issue that Parks needs to address. There are multiple weaknesses to a multiuse concept.
  - Kitsap County Code states Parks are non-motorized. Parks Director stated that State Parks rules allow Class One and Three bikes is allowed. This was outside his authority. County is not indemnified, consider liability.
  - Request for a budget breakdown for the 1.9 million CIP item. Concerns that this information is not being shared.

Adjournment | **ACTION:** *Larry Walker moved to adjourn the meeting. Nancy Whitaker seconded the motion. Motioned carried. The meeting was adjourned at 7:31PM.*

**PARKS ADVISORY BOARD ATTENDANCE**

PAB MEMBERS	STAFF	PUBLIC
Lisa Hurt, Vice-Chair	Alex Hardy	Hybrid meeting online public attendee names not captured
Nancy Whitaker	Irene Weber	
Linda Berry-Maraist	Aaron Bartleson	
Amy Smally	Brian Hauschel	In-Person Public Attendee
Larry Walker	Chuck Cuzzetto	KC Patton
Jon Pearson	Dee Tuttle	Carol Price
Amy Lawrence		Sam Huff





**Parks Department**  
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Alex Wisniewski, Director

# Director's Report

**Date:** 1/17/2023  
**To:** Parks Advisory Board  
**From:** Alex Wisniewski, Parks Director

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## Administration Program

### Staff Introduction

- Kevin Ceder, Forester. Kevin has a strong background in restoration forestry and biometrics. He has worked on forest restoration projects throughout Washington including creating restoration plans for UWFS and WA DNR. Welcome Kevin!

## Capital Projects Program

### Point No Point Park Beach Rehabilitation

On December 12, 2023, Kitsap County Parks issued a Notice of Start Date to All Terrain Excavating, LLC to begin Phase 1 of the beach and shoreline repair project at Point No Point Park. Phase 1 work includes importing rock and sand to fill the areas of the north beach that were scoured out during the 2022 winter storms to bring the beach elevations back to pre-storm levels. The project was approved under an emergency Hydraulic Project Approval (HPA) permit from Washington Department of Fish and Wildlife, which has a 60-day window for the work to be completed. Phase 1 is nearly complete; the only remaining scope task is to install a sand fence which is scheduled to take place on January 23. Once finished, a project update will be shared with the Hansville community via GovDelivery and project information will be updated on the Kitsap County Parks website.

### Eagle's Nest Perimeter Deck Replacement

The initial bid process for the deck replacement had an error, so a new public bid is needed. Parks is targeting to re-bid the project in 2024.

### Building Demolitions

Bids were received from six firms for the demolition of 4 buildings in County Parks. Parks is entering into a contracts with the low bidder for each location.

### Port Gamble Forest Heritage Park – Ride Park and Parking Lots

*Stottlemeyer Parking Lot and Trailhead (south end of park)*

- Public bidding to construct the parking lot and trailhead closed on 11/28/2023; 13 bids were received. Marwood Construction was awarded the low bid contract which is to be approved by the Board of County Commissioners on January 22, 2024. A pre-construction meeting is scheduled for January 30, 2024. Public Works is providing construction management. The project is anticipated to be completed in

Q1, 2024, a construction schedule will be generated after the pre-construction meeting.

*Ride Park Parking Lot and Trailhead (north end of park)*

- Parks and Public Works are working together to ensure the designs for the parking lot, entrance road, and Sound To Olympics trail are all in alignment with each other. This work is currently underway. Public Works will provide design/engineering oversight and construction management for the project; completion is anticipated in mid-2025.

## Marketing and Events Program

### RecDesk

The end of 2023 marks a complete year for Parks Staff utilizing RecDesk for its event reservations for community buildings, picnic shelters, athletic fields, park events, and fairground events. Parks staff will present event data for the 2023 calendar year.

- Outward-facing events calendar: [Kitsap County Parks Event Calendar \(kitsapgov.com\)](https://www.kitsapgov.com/parks-events)
- Online reservations and payment portal: [Kitsap County Parks > Home \(recdesk.com\)](https://www.kitsapgov.com/parks)

### BoCC-Sponsored Events

In 2013, the Board of County Commissioners (BoCC) passed a resolution (Resolution 020-2013) to waive all facility rental fees associated with events that offer recreation, educational, cultural, or civic benefits to residents of the County and align with the Parks Mission and the Kitsap County Mission. The resolution in 2012 included the following events: Martin Luther King Jr. Day, United Ways Day of Caring, Veteran’s Day, and Corey’s Day on the Farm. In 2015, the resolution (Resolution 169-2015) was renewed with the addition of Military Appreciation and Toys for Tots. The BoCC has since renewed the resolution in 2017 (Resolution 182-2017), 2019 (Resolution 167-2019), and 2021 (Resolution 065-2021).

In mid-2023, the BOCC asked the Parks Department to reevaluate the BoCC Sponsored Events Program due to the financial impacts on the Parks Department and develop options for the future of the event sponsorship program. In September 2023, Parks Staff presented four options to the Parks Advisory Board: maintaining the status quo, continuing with the current program with the Parks Department receiving compensation, creating a new BoCC sponsorship program with the Parks Department receiving compensation, or dissolving the program. The Parks Advisory Board recommended developing a new sponsorship program that is more inclusive to all events in the community and includes reimbursement to the Parks Department for any financial impacts. In October 2023, the Parks Department brought this recommendation to the BoCC and received the directive to work on creating a new event sponsorship program with a targeted implementation for 2025.

<b>Event</b>	<b>Status</b>
<i>Martin Luther King Jr. Day</i>	Event scheduled for January 15, 2024 in the President’s Hall
<i>Military Appreciation Day</i>	Event scheduled for March 2, 2024 in the Pavilion.
<i>FARM Days</i>	Event scheduled for May 20-21, 2024 at the Fairgrounds.
<i>Veterans Day Ceremony</i>	Event scheduled for November 11, 2024.
<i>Toys for Tots</i>	Event scheduled for December 2024 in the President’s Hall.



## **Parks Department**

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Alex Wisniewski, Director

## **Maintenance & Operations Program**

### **Fairgrounds and Events Center**

- Staff is coordinating with a contractor to install an exit door in the Van Zee building, a code requirement from the Fire Marshall's Office.
- Parks was seeking a change in propane vendors to piggyback on a State contract to reduce cost, but an upgrade to the distribution lines and equipment is required to bring the system up to current code. Parks is investigating this expense.
- Staff performed tree limbing in the Lobe Fields fairgrounds parking lot for tree health, improved visibility, and to prevent parking lot lights from being grown over.

### **Island Lake Park**

- In late December 2023, a water line break in the park's main water distribution occurred that impacted previously scheduled rental events at the community building. Staff responded quickly bringing in port-a-lets and a water cooler for the events to use. The water leak has since been repaired and normal services returned to the building.
- Staff is coordinating with a contractor to replace the exterior doors on the Community Center building.

### **Salsbury Point Park and Arness Roadside Park**

Due to the sloughing of shoreline soils each winter, staff started to measure the embankments regularly so losses could be tracked and managed.

### **Olalla Boat Launch**

In partnership with Al's Market ownership, a new kiosk was installed in the park that further expands the County's life jacket loaner program, sponsored and maintained by Kitsap Fire and Rescue.

### **Long Lake Park**

During the past few weeks, vandalism frequency at Long Lake Park has increased. One incident included a break-in into the community building where a door was kicked-in and fire extinguishers were ripped off the wall and deployed throughout the building. In a separate incident, a vehicle drove through the parking lot fencing and did "doughnuts" in the grassy lawn, a port-a-let was tipped over, and the overflow parking lot gate was driven into. In yet another incident, the exterior of the community building and other items of the park were graffitied with spray paint. Police reports were generated for all incidents. In response to these types of occurrences throughout the park system, staff have been working with IS and Risk Management on the installation of security cameras and the purchase of remote camera units, to be available for deployment into parks and other County facilities.

### **Point No Point Park**

Staff began coordinating with the US Coast Guard in 2023 for mitigation work that includes the removal of 260 cubic yards of lead paint-contaminated soils surrounding the lighthouse and other buildings on the federally owned property. The project was originally scheduled to take place in January 2024, but staff recently learned that the timeline was extended and is now targeting October 2024.

### **Other Winter Project Work**

During high winter rains, crews focus on keeping ditches, culverts, catch basins, and check dams clear of debris. Staff concluded the annual review and updating of capital and small and attractive asset inventories.

## **Natural Resources Program**

### **Forestry**

Restoration thinning operations restarted in Port Gamble Forest Heritage Park on January 5, 2024.

### **Wetlands**

Staff are in the process of evaluating several trails that intersect wetlands for decommissioning or re-routes. By removing trails from wetlands, we better protect these important ecosystems, are in better compliance with DCD wetland protection policies, and create a more sustainable trail system.

### **Education and Outreach**

Staff has begun planning recruitment for the 2024 Discover Kitsap nature walk program.

### **Volunteer Program**

#### *Training*

- A third chainsaw training was held at the fairground on 12/9/2023. 34 volunteers participated.
- Lead Volunteer training occurred on 12/18/2023. 46 participated in this training and we now have 27 fully qualified Lead Volunteers
- Due to the success and continuing interest in both chainsaw and lead volunteer training we provide to park stewards, additional trainings have been scheduled to meet demand.

#### *Volunteer Work Parties*

- December Activity: 26 work parties (317 YTD)

<b>Location</b>	<b>Work performed by volunteers and staff</b>
<b>North Kitsap, District 1</b>	
Hansville Greenway	<ul style="list-style-type: none"><li>● Trail debris removal</li><li>● Post replacement and signage repair</li><li>● Trail brushing</li><li>● Park boundary fallen tree removal</li></ul>
North Kitsap Heritage Park	<ul style="list-style-type: none"><li>● Invasive vegetation removal</li><li>● Installation of kiosk at Norman Rd. entrance</li></ul>
Point No Point	<ul style="list-style-type: none"><li>● Drainage issue addressed-ongoing</li></ul>
Port Gamble Forest Heritage Park	<ul style="list-style-type: none"><li>● Derelict fencing removal (3 dump truck/trailer loads)</li><li>● Hazardous trail decommissioned</li></ul>



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Alex Wisniewski, Director

Buck Lake	<ul style="list-style-type: none"> <li>• General maintenance of Native plants garden (2 work parties)</li> </ul>
<b>South Kitsap, District 2</b>	
Banner Forest Heritage Park	<ul style="list-style-type: none"> <li>• Removed a very old illegal dump – probably been in the park since the 70's</li> <li>• WTA completed Turnpike project</li> </ul>
Coulter Creek Heritage Park (includes Calvinwood)	<ul style="list-style-type: none"> <li>• Invasive vegetation removal</li> </ul>
South Kitsap Regional Park	<ul style="list-style-type: none"> <li>• Spread gravel for wheelchair friendly trail</li> </ul>
<b>Central Kitsap, District 3</b>	
Chico Salmon Park	<ul style="list-style-type: none"> <li>• New signs installed</li> <li>• Salmon passage review</li> <li>• Salmon Tours November 4th</li> </ul>
Anderson Landing Preserve	<ul style="list-style-type: none"> <li>• Trail brushing</li> <li>• Hazardous tree removal</li> </ul>
Erlands Point Preserve	<ul style="list-style-type: none"> <li>• Litter pick-up</li> <li>• Removal of invasive vegetation</li> </ul>
Guillemot Cove Preserve	<ul style="list-style-type: none"> <li>• Brush trails</li> <li>• Hazard tree removal</li> </ul>
Harper Park	<ul style="list-style-type: none"> <li>• Print interpretive signs and prep site for installation</li> <li>• Downed trees across trail removed</li> </ul>
Illahee Forest Preserve Heritage Park	<ul style="list-style-type: none"> <li>• Continued work on wheelchair-friendly trail</li> </ul>
Newberry Hill Heritage Park	<ul style="list-style-type: none"> <li>• Downed tree removal</li> <li>• Invasive vegetation removal</li> </ul>

<b>Partners worked with this period</b>	<b>Work performed</b>
Mountain Vikes (youth mountain biking club) + D&D mountain Bike Club	<ul style="list-style-type: none"> <li>• Improved tread of adopted trail, The Hood</li> </ul>
Washington Youth Academy	<ul style="list-style-type: none"> <li>• Work planning for 2024</li> </ul>
Washington State University Extension	<ul style="list-style-type: none"> <li>• Collaborating on Stream Steward Training for early 2024</li> </ul>
Mountaineers	<ul style="list-style-type: none"> <li>• Trail work at Banner Forest</li> </ul>
Kitsap Live Steamers	<ul style="list-style-type: none"> <li>• Will resume in 2024</li> </ul>
Evergreen Mountain Bike Alliance	<ul style="list-style-type: none"> <li>• Trail Maintenance at ride park</li> </ul>
West Sound Disc Golf Association	<ul style="list-style-type: none"> <li>• Grounds maintenance</li> </ul>
Our Forest Fund	<ul style="list-style-type: none"> <li>• Collaboration with NR staff on viewshed maintenance at Port Gamble overlook.</li> </ul>
KPTOS	<ul style="list-style-type: none"> <li>• Carpenter Lake boardwalk repair and cleanup</li> </ul>
WTA	<ul style="list-style-type: none"> <li>• Trail improvements at Banner Forest Heritage Park including building turnpikes and improving</li> </ul>

	drainage on the Banner Slough, Trepidation and Omega Trails
Atomic Fuze Maps	<ul style="list-style-type: none"> <li>• Final review of maps to create standardized maps for six parks (Hansville, Illahee, Newberry, Port Gamble, North Kitsap, Banner). Ongoing</li> </ul>
Disc Golf Association	<ul style="list-style-type: none"> <li>• Brushing and limbing</li> <li>• Replaced a basket damaged by a tree</li> </ul>

## Planning Program

### Parks, Recreation, and Open Space (PROS) Plan

Drafting of the PROS plan is currently in process as community engagement continues. The second survey concluded in December and data analysis is currently underway. This survey utilized an application called "Maptionnaire," a visioning tool that functions graphically allowing survey takers to share geographically they would like to see parks, open space, and recreation facilities, trail connections and other opportunities and improvements across the county. A third and final survey is targeted for late January/early February. This survey will be a "priorities" survey based on responses from the first two surveys published.

Achieving wide-spread community engagement is paramount to a successful PROS plan so staff continue to seek engagement opportunities. Community segments currently underrepresented are youth and differently abled, thus, staff are trying to close this gap by connecting with the School Districts and will be connecting with the Accessible Communities Advisory Committee and the Developmental Disabilities Advisory Board in the near future. Parks is tracking the public outreach activity, which can be found in.

# IT'S ALL ABOUT THE 2023 YEAR IN REVIEW



COMMUNITY BUILDING RENTALS



ATHLETIC FIELD RENTALS



FAIRGROUNDS AND EVENTS CENTER RENTALS



SPECIAL PARK EVENTS



PICNIC SHELTER RENTALS

## 2023 EVENT TOTALS



**3179**

Total number of event days

## EVENT STAFFING

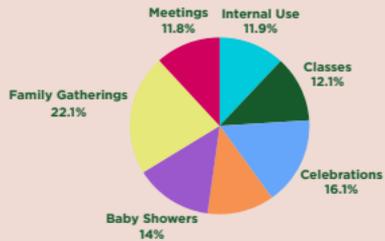
- 8 DEDICATED FTE'S
- 2 DEDICATED SEASONAL STAFF



## COMMUNITY BUILDINGS: RESERVATION DAYS



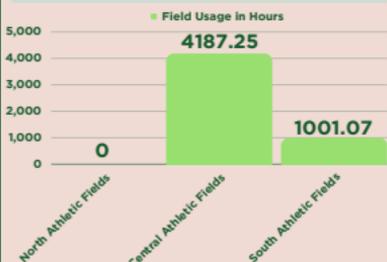
## COMMUNITY BUILDINGS: RESERVATION TYPES



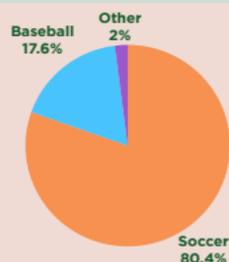
## ATHLETIC FIELDS: FIELD USAGE IN HOURS



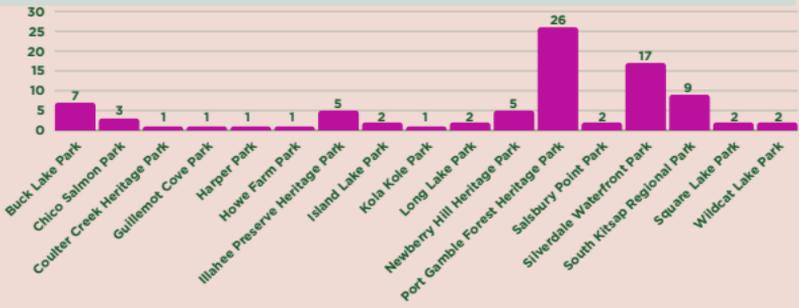
## ATHLETIC FIELDS: USAGE BY REGION



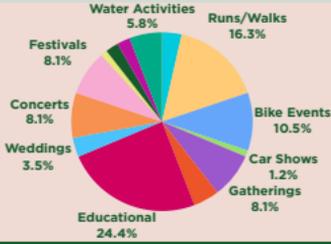
## ATHLETIC FIELDS: USAGE BY SPORT



### SPECIAL PARK EVENTS: RESERVATION DAYS BY PARK



### SPECIAL PARK EVENTS: EVENT TYPE



### SPECIAL PARK EVENTS: EVENTS BY REGION



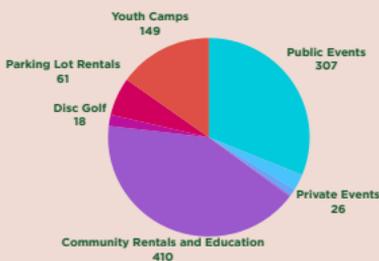
### PICNIC SHELTER RENTALS: RESERVATION DAYS



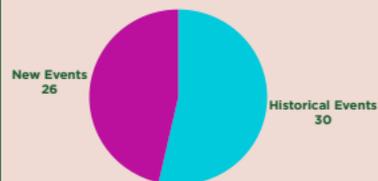
### FAIRGROUNDS & EVENTS CENTER: RESERVATION DAYS



### FAIRGROUNDS & EVENTS: EVENT TYPE



### FAIRGROUNDS & EVENTS: NEW VERSUS HISTORICAL EVENT DAYS



IT'S ALL ABOUT THE  
**2024 GOALS**



COMMUNITY  
BUILDING  
RENTALS



ATHLETIC  
FIELD  
RENTALS



FAIRGROUNDS  
AND EVENTS  
CENTER  
RENTALS



SPECIAL  
PARK  
EVENTS



PICNIC  
SHELTER  
RENTALS

1. UPDATE EVENT POLICIES
2. CREATE NEW REVENUE OPPORTUNITIES
3. UPDATE EQUIPMENT
4. IMPROVE CUSTOMER SERVICE THROUGH SURVEY AND OPEN HOUSES.

# Project Spotlight: Trail work with Washington Trails Alliance

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WTA completed a variety of projects at Banner Forest Heritage Park in December addressing trail drainage issues on Omega, Banner Slough, and Trepidation trails.

- Trail surfaces were raised using a combination of re-grading and turnpikes to create more sustainable trail corridors that can be enjoyed year-round regardless of the weather.
- Victoria Lehto (Parks NR Coordinator) and WTA partnered on achieving these improvement projects over 800 hours of combined volunteer and staff time to install approximately 45 feet of turnpike and about 20 feet of graded trail.





## Project Spotlight:

Trail work with Washington Trails Alliance



**PARKS ADVISORY BOARD 2023 WORK PLAN**

**Meeting Days, Time, and Location:** 3<sup>rd</sup> Wednesday of every month, 6:00pm, Eagle’s Nest (Fairgrounds)

**Advisory Group Staff:** Alex Wisniewski

**Advisory Group 2023 Chair/Co-Chairs:** Joanne Clark (Chair), Lisa Hurt (Vice Chair)

**Advisory Group Purpose/Mission Statement:** To provide timely advice to the (Parks) Director and the Board of County Commissioners of their findings and recommendations regarding acquisition, development, and the administration of various park properties (*Kitsap County Code 10.12.035*).

2023 Goal	Status	Priority Level	Comments/Coordination (Individual or Sub-Committee)
<b>TIER 1: HIGH PRIORITY</b>			
<p><b>1. PROS Plan.</b> Participate in update of the department’s Parks, Recreation, and Open Space Plan.</p> <ul style="list-style-type: none"> <li>• Review 2018 PROS Plan and track areas that require addition, edits, or expansion.</li> <li>• Port Gamble and Coulter Creek Framework recommendations to be reviewed as part of the updated PROS Plan.</li> </ul>	In-process	High	<ul style="list-style-type: none"> <li>• Project will be facilitated by a hired consultant.</li> <li>• Parks Planner will manage consultant contract.</li> <li>• Planning &amp; Property subcommittee and/or entire PAB will have multiple touchpoints during project to provide feedback and recommendations.</li> <li>• PROS Plan to be evaluated for consistency with Kitsap County’s Comprehensive Plan.</li> <li>• PROS Plan to be approved by Board of County Commissioners.</li> <li>• PROS Plan to be completed by March 2024.</li> </ul>
<p><b>2. Park Code.</b> Review and provide recommendations to proposed updates to the department’s Park Code.</p>		High	<ul style="list-style-type: none"> <li>• Park Code update will be facilitated by Parks Director.</li> <li>• Planning &amp; Property subcommittee and/or entire PAB will have multiple touchpoints during project to provide feedback and recommendations.</li> <li>• Park Code to be reviewed by Kitsap County Legal and Risk Management departments.</li> <li>• Park Code to be approved by Board of County Commissioners.</li> </ul>
<b>TIER 2: MODERATE PRIORITY</b>			

2023 Goal	Status	Priority Level	Comments/Coordination (Individual or Sub-Committee)
<p><b>1. Event Policy Update.</b> Review and provide recommendations to proposed updates to event policies.</p>		Moderate	<ul style="list-style-type: none"> <li>• Park Code update will be facilitated by Marketing and Events Supervisor.</li> <li>• Community Outreach &amp; Visitor Services subcommittee and/or entire PAB will have multiple touchpoints during project to provide feedback and recommendations.</li> <li>• Event policies to be reviewed by Kitsap County Legal and Risk Management departments.</li> <li>• Event policies to be approved by Board of County Commissioners.</li> </ul>
<p><b>2. PAB By-Laws Update.</b> Review and provide recommendations to proposed updates to PAB By-Laws.</p>		Moderate	<ul style="list-style-type: none"> <li>• Park Code update will be facilitated by Parks Director.</li> <li>• Planning &amp; Property subcommittee and/or entire PAB will have multiple touchpoints during project to provide feedback and recommendations.</li> <li>• PAB By-Laws to be reviewed by Kitsap County Legal and Risk Management departments.</li> <li>• PAB By-Laws to be approved by Board of County Commissioners.</li> </ul>
<p><b>3. Community and Youth Engagement.</b> Develop opportunities and partnerships to increase use and engagement in Kitsap County Parks.</p>		Moderate	<ul style="list-style-type: none"> <li>• Developing community and youth engagement strategies and opportunities to be facilitated by Public Relations and Communications Coordinator with assistance from Program Supervisors.</li> <li>• Other Parks staff to participate based on overlap with program area (i.e., Natural Resources, M&amp;O, Events, etc.)</li> <li>• Community Outreach &amp; Visitor Services subcommittee and/or entire PAB will have multiple touchpoints during project to provide feedback and recommendations.</li> </ul>
<b>TIER 3: LOW PRIORITY</b>			

**GOALS ON HOLD**

Goal	Status	Priority	Comments
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COMPLETED			
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