



**PARKS & RECREATION COMMISSION**  
**AGENDA**  
**Tuesday, August 26th, 2025**  
**5:30 PM – 7:00 PM**

*The regular monthly meeting of the Bremerton Parks & Recreation Commission will be a hybrid meeting held in person with options to participate remotely via Zoom.*

**IN-PERSON:** Sheridan Park Community Center, 680 Lebo Blvd., Bremerton

**REMOTE OPTION VIA ZOOM:** *follow the link below:*

Join from PC, Mac, iPad, or Android:

[https://bremertonwa-  
gov.zoom.us/j/87406523514?pwd=H30zbiQebqMYUphpsTJFK2cwZwJAdq.1](https://bremertonwa.gov.zoom.us/j/87406523514?pwd=H30zbiQebqMYUphpsTJFK2cwZwJAdq.1)  
Passcode:061514

One tap mobile

+12532050468,,87406523514# US

+12532158782,,87406523514# US (Tacoma)

Find your local number: <https://us02web.zoom.us/j/kjU9X3u9h>

**AGENDA**

- I. Call to Order
- II. Approval of Minutes from the July 22nd, 2025 Meeting
- III. Approval of Agenda
- IV. Public Comment
- V. Staff Reports & Updates
  1. Forest Ridge Park Management Concerns
  2. Haddon Park Ribbon Cutting Video & Updates
  3. Kitsap Lake Park Renovation Project
- VI. New Business
  1. PROS Plan Chapter 4. Needs Analysis Updates – Tim Barker
  2. PROS Plan Chapter 5. Action Plan – Tim Barker
- VII. Commissioners' Comments
- VIII. Adjournment

# **BREMERTON PARKS & RECREATION COMMISSION**

## **REGULAR BUSINESS MEETING**

Minutes of July 22, 2025

Hybrid Meeting: In person at Sheridan Park Community Center with the option to “zoom in.”

**Commissioner’s Present:** Ben Burnette, Katherine Weigel, Amy Waterman (remote), Greg Dawson

**Excused Absence:** Jim McDonald

**Staff Present:** Tim Barker, Director of Parks & Recreation  
Brian Hauschel, Parks Operation Manager  
Colette Berna, Parks Preservation & Development Manager

- I. Meeting Called to Order** at 5:30 p.m. by Chair Burnette.
- II. Approval of the June 24th, 2025 Meeting Minutes. Dawson/Burnette (M/S/U).**
- III. Approval of Agenda. Burnette/Weigel (M/S/U).**
- IV. Public Comment:**

**Resident Patrick Kerber**, a neighbor to Forest Ridge Park, reported issues at last month’s meeting and was checking in on the status of park signage and whether the large holly trees would be addressed. He shared that the situation at Forest Ridge Park has worsened since last month, and he estimates that 80% of park use is currently for illicit purposes. He recommends closing the park to vehicles due to trash being dumped and drug paraphernalia, and that shutting it down to vehicle traffic would make a significant difference in reducing illicit activity.
- V. Staff Reports & Updates:**
  - 1. NAD Restoration Project – Kris Pendleton** provided an update on recent work parties at NAD Park, which included spreading about 100 yards of mulch, planting 100 native plants in strategic areas, and restoring another T-pad. He reached out to the Washington Youth Challenge Academy and is coordinating with them to spread mulch over three days. They raised \$1,000 at the sold-out tournament, and an additional \$4,000 donation was made from an estate.
  - 2. Haddon Park Ribbon Cutting- July 25<sup>th</sup> @ 1 PM–** Staff shared video of Haddon Park’s transformation and invited Commissioners to attend ribbon-cutting ceremony.
  - 3. Ivy Green Cemetery Fence Replacement Project – Staff** shared photo of completed project with funding acknowledgement sign.
- VI. New Business:**
  - 1. PROS Plan Chapter 1 Introduction – Director Barker** shared the revised chapter, which included updates to current demographics based on the latest census and an overview of survey results.
  - 2. PROS Plan Chapter 4 Needs Analysis – Director Barker** shared updates to the chapter, which included some statistics related to NRPA Level of Service Standards. At the next

meeting he will share updated NRPA Park Metrics comparisons that will be added to the plan in this section.

**VII. Commissioner's Comments:**

**Commissioner Waterman** expressed appreciation for the staff's efforts and upcoming work.

**Commissioner Dawson** mentioned an article in the Kitsap Sun about Twanoh State Park, where a high-end food service is now being successfully operated out of the concession building. He wondered if Bremerton promoted food trucks in our parks, whether that could also be successful.

**Commissioner Burnette** reported several issues at the ballfields, including a cockeyed second base at Pendergast Field 1, a tree overhanging the field at Lions Park Field 1, and some lights at Pendergast not working. He also inquired about how Evergreen Park and the Boardwalk held up during Bridge Blast.

**IX. Adjournment: Chair Burnette** adjourned the meeting at 6:43 p.m.

# 5

## ACTION PLAN

The following chapter includes Capital Facilities Plans (CFP's) and implementation strategies to fund the CFP's and assist with the ongoing maintenance of the assets held by Bremerton's parks and recreation system.

A CFP is a list of anticipated park and facility projects that includes descriptions, priorities, potential funding sources, and estimated costs. The near-term, 6-year CFP details projects that are more likely to proceed within that timeframe, have identified funding, and/or are ranked as priority community projects. Most of these projects involve redeveloping existing neighborhood and community parks, as well as repair and renovation efforts. This list reflects public input and citizen interest in renovating and maintaining current facilities. While there is high demand for an indoor roller-skating rink and more indoor pickleball courts, these are

more appropriate for commercial ventures.

A long-term, 20-year project list identifies park renovation projects and new facilities needed to meet the demand of the expected population growth and expansion into unincorporated Kitsap County.

See Appendix F for further information on Financing Options.



# 6-Year Renovation and Capital Facilities Plan

Spreadsheet continues on facing page —————>

Park Site	Project Description
Kitsap Lake Park	Complete park renovation including automatic irrigation and accessible playground.
Glenn Jarstad Aquatic Center	Complete building & pool assessment.
NAD Marine Park	Seal off the large, enclosed bunker.
Manette Park	Install acoustic wrap on the fencing to reduce court noise.
Pendergast Regional Park	Implement Phase 2 Master Plan to include: 2 synthetic-turf soccer fields; New restroom at soccer fields ; Overlay parking lot; Picnic shelter; Concession/restroom building renovation; Accessible pathways; New playground. Relamp parking lot.
Off-leash Dog Park	Develop a centralized off-leash dog park on existing city-owned land (location to be determined).
Downtown Fountains	Repair and line concrete waterways; Upgrade mechanical and control systems; Renovate landscaping.
Forest Ridge Park	Install entry gate; Develop and implement Master Plan to include: Formalized trails and signage; Playground replacement; Restroom replacement; Removal of excess asphalt; Park lawn; Cabin renovation. Procure arborist to monitor health of forest prone to root rot.
Haddon Park	Remove and replace the fence and dead/dying trees along 15th Street. Consider a community garden and an additional accessible pathway entering the park at 15th/Lafayette.
Urban Forest Management Plan	Implement Urban Forest Management Plan recommendations to prune or remove risk trees identified within the park system. Est. \$50k/year.
Sheridan Park Community Center/ Bremerton Senior Center/Park Maintenance Facility Assessment	Assess the feasibility of a shared facility that leverages department consolidated personnel and assets at a single location. The study should include the needs of each division within the department and evaluate existing community facilities that the city could acquire. Also, include a brief analysis comparing the costs of maintaining existing facilities versus building a new one.
Pump Track	Develop a pump track on existing city-owned land (location to be determined).
Splash Pad	Install a splash pad at an existing city-owned park (location to be determined).
NAD Park	Develop and implement Master Plan to include: Improved parking/pedestrian access; Replace playground/shelter/restroom; Accessible pathways; Fencing; Formalized trails and signage. Develop Forest Management Plan to assess impact of disc golf on health of forest. Determine long-term viability of log cabin.
Lions Park	Upgrade park with: Coal Dock Removal and Boat Launch Replacement; Improve overall park drainage; Reconstruct basketball court to drain; Retrofit tennis court paving along sloped edges and replace fencing; Overlay boat launch parking lot; Upgrade field lighting; Replace south restroom; Install non-motorized water craft amenities (e.g. kayak/canoe storage rack).
Evergreen Rotary Park	Upgrade park with: Underground utilities; Parking lot overlay w/ improved accessibility to boat launch; New main shelter; Replacement of playground grass surfacing (\$100k); Install non-motorized water craft amenities (e.g. kayak/canoe storage rack).
Blueberry Park	Renovate permeable perimeter walking path.

Items highlighted in red are designated a higher priority.

Priority	Funding	Who Benefits Most	Why Do It	Cost Est.
High	Grant, REET	Community, Neighbors	Substandard	\$300,000
High	Grant	Region	Substandard	\$300,000
High	General Fund	Taxpayers, Neighbors	Risk Management	\$30,000
High	REET	Neighbors	Substandard	\$5,000
High	Grant, REET, Donation	Region	Substandard	\$6,000,000
High	Grant, REET, Donation	Community	Equity	\$200,000
High	REET, General Fund, Lodging Tax	Region, Taxpayers	Inefficient, Preservation	\$900,000
High	Grant, REET, Donation	Neighbors	Substandard	\$1,500,000
Medium	Grant, REET, Donation	Neighbors	Substandard	\$80,000
Medium	General Fund	Taxpayers	Risk Management	\$300,000
Medium	REET, General Fund	Region, Community	Substandard	\$250,000
Medium	Grant, REET, Donation	Region, Special Interest Groups	Substandard	\$400,000
Medium	Grant, REET, Donation	Region	Substandard	\$400,000
Medium	Grant, REET, Donation	Region, Special Interest Groups	Substandard	\$1,800,000
Medium	Grant, REET, Donation	Region, Special Interest Groups	Substandard	\$1,335,000
Medium	Grant, REET, Donation	Region, Community	Substandard	\$1,170,000
Medium	Grant, REET, Donation	Neighbors	Substandard	\$50,000
Cumulative 6-Year Total				\$15,020,000

The “Who” and “Why” columns help the reader understand why projects were chosen, and why they cannot be simply prioritized. Some of the beneficiary categories are geographical: Neighbors, Community, Region. Special Interest Group is a category indicating participation in a relatively restricted activity or situation: dog owners, organized team players, senior citizens, etc. The “Why” categories should be relatively self-explanatory, except perhaps for Equity, which is used to designate projects that address a geographical imbalance of services.

High priority projects are advised to commence between 2026 and 2029. Medium priority projects are recommended to be underway in the years 2030-2031. All CFP projects are subject to available funding including local match for grants.

“We need to maintain and improve what we have, and better integrate parks within neighborhoods and the city fabric.”

— Park Survey Comments, 2025





## Capital Facilities Planning

Capital facility planning is essential for several reasons. First, to remedy substandard conditions that exist within current parks and recreation facilities; second to respond to park improvement requests identified through the PROS planning process; and third to anticipate park needs that may come about owing to annexation or changes in population as a result of denser urban development occurring over time. The 6-year CFP continues the 2020 PROS planning effort to renovate older parks to upgrade their attractiveness and maintainability. Parks that undergo this type of investment (e.g. Manette, Evergreen Rotary, Kiwanis, Lions, Blueberry, Haddon) typically see increased usage, user-satisfaction and higher levels of volunteer activity than sites that haven’t been renovated. A portion of the 6-year CFP responds to user-group needs such as replacing the boat launch at Kitsap Lake Park, development of a centralized dog park and turfing the soccer fields at Pendergast Regional Park, which will provide improved access and playability and allow Pendergast to fulfill its mission as a year-round regional athletic complex capable of attracting and hosting large tournaments. Other near-term CFP projects include master planning city-owned land located in underserved areas as neighborhood parks, and reducing ongoing maintenance costs by upgrading the well-used downtown fountains.

The 20-year CFP (facing page) addresses deterioration of recreation facilities like the 1940’s era Sheridan Park Community Center and Bremerton Senior Center which are both heavily used, have inadequate parking, are in need of ADA improvements and a host of energy efficiency and user comfort upgrades. The 6-year CFP proposes a feasibility study to plan for a replacement facility to serve Bremerton’s growing community long-term and the 20-year CFP proposes implementing this plan.

In addition to continuing to renovate existing parks, the long-term CFP addresses current gaps in the city’s neighborhood park system. This includes enlarging parks that are undersized for their stated mission and acquiring or developing city-owned land that is located in underserved areas into neighborhood parks.

## 20-Year Capital Facilities Plan

Park Site	Project Description
Bataan Park	Develop a Master Plan to guide the site renovation, including ADA access, retaining walls, and park amenities such as paved parking, irrigation, a single restroom, and a small play area.
Pendergast Regional Park	Develop and implement a Master Plan to include: Continuous perimeter pathway; Overlay parking lot; New picnic shelter; New restroom at ballfields; New playground with splash pad; Synthetic-turf 3 existing ballfields; Upgrade dog park; Re-lamp softball fields (convert to LED); Improve drainage adjacent to indoor soccer building; Improve maintenance yard.
Community Recreation Center	Develop a community recreation center that caters to the recreation needs of community youth, adults, and seniors.
NAD Marine Park	Stabilize the shoreline and hillside. Upgrade ADA access from parking to the shoreline where feasible. Upgrade water access for non-motorized boating. Consider installing a restroom. Install interpretive signage.
East Park	Develop & implement a Master Plan that includes: ADA access improvements; Picnic shelter; New restroom; New play area with a potential splash pad; Possible amphitheater; Potential regrading of the south parcel to fit a pump track or sports coui
Ivy Green Cemetery	Replace the perimeter fence and entry sign. Remove disruptive trees and repair gravesites and interior roadway. Develop a Master Plan that includes the potential relocation of the maintenance facility to the southeast corner, allowing room for a columbarium wall, restroom, and parking area.
Evergreen Rotary Park	Overlay parking lots; Install street parking along 13th St.; Replace the south seawall; Work with Farmer's Market to design and construct site improvements to better accommodate market operation.
Tracyton Forested Property	Consider trailhead and neighborhood park amenities (e.g., restroom, parking, shelter) at city-owned property in coordinatio with the Department of Public Works.
Kitsap Lake Park	Install elevated interpretive trail through wetlands around south end of lake; Remove and replace bulkhead.
Kiwanis Park	Install artificial turf at soccer goal mouths and replace perimeter fencing.
Roto Vista Park	Enhance park access by installing new signage and a pathway from the bridge to the water with new stairs. Install park entr and interpretive signage.
Bachmann Park	Enhance landscaping; Repave plaza; Upgrade site furniture; Install water meter for drinking fountain; Evaluate need for safe railing along plaza wall.
Lent Landing	Replace the gazebo, stairs/railing, and site furniture; install interpretive signage; upgrade park landscaping; and address stormwater concerns.
Manette Park	Replace old chainlink fencing at the east and south border.



## Capital Project Funding

The following pages include a menu of options to fund the CFP’s and assist with the ongoing maintenance of the park & recreation system. In recent years Bremerton’s standard template has been to apply for multiple grants and seek service club donations to augment city dollars available from the Parks Construction Capital Fund. The Parks Construction Capital Fund revenue sources are typically real estate excise tax (REET) from land sale proceeds and donations.

We recognize that park and recreation endeavors face competing interests in a time of diminished tax resources for municipalities and that community dialogue and involvement is needed prior to implementing of funding mechanisms.

### Recreation & Conservation Office Grants

Most RCO grants require a 1:1 match for the amount of cash received. The Parks and Recreation Department has been creative in past projects by using grants from other sources to match RCO dollars. This method was used in the re-development of Lulu D. Haddon, Kitsap Lake and Kiwanis Park(s).

RCO grants are highly competitive; typically the top 20 to 25 percent of projects are funded

on a statewide basis. RCO grants can be used for acquisition, redevelopment and new park development. See Appendix F for further discussion of RCO grants.

### Community Development Block Grants

Block Grants have been used as part of the funding package to develop Evergreen Rotary, Lions, Blueberry, Kiwanis and Haddon Parks. A \$172,000 Block Grant was the sole funding source for developing Lillian & James Walker Park.

### Department of Ecology L.I.D. Grants

DOE Grants can be applied for when a project contains low impact development (LID) techniques that contribute to the health of Puget Sound’s water quality. These grants typically require a 25% match and are limited to funding project elements that have an impact on water quality. Ecology grants have been used in the redevelopment of Lions, Kiwanis and Blueberry Park(s) and for the Lillian and James Walker land acquisition.

### DNR Forestry Grants

Department of Natural Resources (DNR) Urban and Community Forestry Grants are capped at \$15,000 and currently include two categories: Community Forestry Assistance planning grants and Tree City USA tree planting & maintenance grants (which must have a demonstrated positive impact on Puget Sound water quality and/or shoreline habitat). A Community Forestry Assistance grant was used in 2019 to develop a Forest Management Plan to identify risk trees in six forested parks (Evergreen Rotary, NAD, NAD Marine, Forest Ridge, Stephenson, and Madrona Trails). Tree planting grants have been used to increase the tree canopy at Evergreen Rotary, Blueberry and Lions Park(s).

### Service Club Participation

The Lions, Kiwanis, Rotary (Bremerton & East Bremerton) and Soroptimist Clubs have all contributed hard cash and work parties toward capital projects. Donations have ranged between \$3,000 and \$100,000 per club on various projects.

### Donations from Park Support Groups & Community Non-Profits

Capital, labor and materials donations have been received from non-profits and to a lesser extent from local businesses toward Park capital projects. Recent significant donations include Habitat for Humanity coordinating the Bataan Park shelter construction and Our Lady Star of the Sea facilitating a major donation toward Kiwanis Park re-development.

In recent years community members from the Manette Neighborhood collaborated with the Kitsap Community Foundation (KCF) to act as a fiscal agent enabling IRS tax deductibility for all donations throughout the 1+ years of fundraising. Collaborating with KCF also facilitated grant applications to community non-profit organizations, i.e. Port Madison Enterprises, Ben B. Cheney Foundation, and the Suquamish Tribe.

The Bremerton Senior Center has a strong support group known as SUMS (Seniors Uncovering Money Solutions) which has funded numerous projects including parking lot overlay, new flooring for offices, a stage and entryway as well as office equipment and furnishings.

In 2016 the Bremerton Parks Foundation was formed and recently awarded a \$6,500 grant for Lulu D. Haddon Park (2025) and a \$10,000 grant for Kitsap Lake Park (2025), each awarded through a competitive grant process.

### General Obligation Bonds

GO Bonds require a 60% supermajority at the ballot box prior to issuance. A project funded by GO bonding needs to have overwhelming public support for passage.

### Revenue Bonds

Revenue bonds may be issued when a new facility has a guaranteed stream of income over operating expenses. In most instances the city’s general fund serves as the backstop to the revenue stream should the pro-forma of the project not turn out as projected.

### Real Estate Excise Tax Proceeds

REET is collected as a percentage of the real estate transactions within the city and can be used for Public Works and Park capital projects. REET tends to rise and fall depending upon the strength of the local economy and therefore is not a predictable long-term funding source. The



## Funding Sources for Maintenance & Operations

city currently has long term financing obligations coming out of annual REET collection which constrains the availability of REET dollars for park projects.

REET is the largest single funding source for municipalities on a state wide basis for park construction. There are cities that automatically designate a percentage of annual REET collection toward park improvement.

### Assessment of Impact Fees or SEPA Mitigation Fees

Currently the city does not collect fees under growth management of the State Environmental Policy Act (SEPA) for park purposes. Ordinances enacting collection of these fees can be viewed as anti-growth and must be finely crafted to obtain political support and stand up to legal challenge.

The amount collected in any given year is dependent on the level of new development that takes place within the city. Uses of the fees must be reasonably related to the impacts caused by the project they are collected from.

### Levy Lid Lift

A levy lid lift requires a 50% plus 1 margin at the ballot box. Levy Lid Lift proceeds can be used to fund ongoing maintenance and/or capital projects. Previous attempts (2007) to pass a Parks levy package were unsuccessful. Strong citizen support and a well-honed package of how the monies will be used are needed for a levy lift to be successful.



### Community Volunteerism

Volunteerism currently makes a significant contribution toward maintenance of the parks system. Forest Ridge Park, Kiwanis Park,

Lions Park, Evergreen Rotary, Blueberry Park and N.A.D. Park each benefit from ongoing volunteer work. There are opportunities to expand these efforts.

Volunteer programs typically have ancillary costs including materials, staff time for organization/oversight and recognition that needs to be factored in.

### Revenue Generating Leases (potential non park land use)

Revenue leases offer a tradeoff where the City allows a piece of park property to be developed by a private party in exchange for a fee. The fee collected is then dedicated toward maintenance of the Park System. These leases often work from a base annual rent plus a percentage of gross profit generated off of the leased property. Lease of park property in Bremerton must follow the Park Protection Act requiring a unanimous vote of city council following a report from the Parks & Recreation Commission on the lease proposal. This high bar means any lease proposal must be carefully crafted and have clear benefit over and above the impact to the park system as a whole. In

2015 the Washington State Parks & Recreation Commission updated their real estate policy to allow similar lease arrangements to augment their operating revenue.

### Leasing of Park Sites for Recreation Purposes

Leases or concession agreements of this nature keep the property in a recreational use that is consistent with Bremerton’s park system. However the lessee assumes the maintenance of the leased land thereby reducing the overall maintenance cost burden on the Parks & Recreation Department. Examples of this type of lease can be found at Smith Park wherein KCR is responsible for maintenance and utility costs of the park, however the park remains open to the general public.

Other lease examples for recreation purposes include the Olympic Sports Center at Pendergast Regional Park. This lease agreement includes hours of use in the facility as well as payment. The Bremerton Ice Center lease agreement also provides hours of use to the city.

### Leasing of Park Sites for Public Utilities

In 2019 the City entered into a cell phone tower lease at Forest Ridge Park which generates monthly payments that are earmarked for maintaining and improving the park.

### Conservation Futures

In 1971 Washington State granted the authority for a Conservation Futures tax levy which provides authority to participating counties to levy an amount not more than 6.25-cents per \$1,000 of assessed value of all taxable property.

The revenue collected from the tax may only be used to acquire land for the purposes of preserving land in it’s natural state (as much as possible) for outdoor recreation with up to 15% set aside for maintenance. Currently Bremerton does not have any natural lands purchased with Kitsap County’s Conservation Futures Program taxation mechanism.





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