Toward a Natural Resources Asset Management Plan for Kitsap County
Workshop Agenda

Date: May 3, 2023, 11:00-1:00 pm PT

Goals: Discuss the KNRAMP milestones for 2023 and provide input on key aspects that the upcoming KNRAMP Implementation Plan should address.

11:00 am	**Welcome and introductions** – Dana Stefan and Elizabeth McManus (Ross Strategic, Facilitators)
11:10 am	**Overview of current work: Update on funding & 2023 milestones**
11:30 AM	**Key findings from discussions with the Kitsap divisions** • Clarifying questions and reflections
11:50 PM	**Gathering initial input on the KNRAMP Implementation Plan outline** • Key aspects the Implementation Plan should include • Feedback on working definitions for KNRAMP
12:45 PM	**Updates from partners** • Suquamish Tribe • Port Gamble S'Klallam Tribe • Kitsap County
12:55 pm	**Wrap-up and Next Steps**
1:00 pm	**Adjourn**

KNRAMP Toward a Natural Asset Management Plan for Kitsap County Workshop Summary

Date: 5/3/23

Attendees: Tom Ostrom (Suquamish Tribe), Alison Osullivan (Suquamish Tribe) Marla Powers (Port Gamble S'Klallam Tribe), Roma Call (Port Gamble S'Klallam Tribe), Julie Raymond (Port Gamble S'Klallam Tribe), Brittany Gordon (Kitsap County), Kirvie Mesebeluu-Yobech (Kitsap County), Ryan Huffman (Kitsap County), Jim Rogers (Kitsap County), Aaron Bartleson (Kitsap County), Adam Brown (Kitsap County) Aaron Nix (Kitsap County), Shawn Alire (Kitsap County), Mindy Roberts (WA Conservation Action), Robinson Low (WA Conservation Action), Rein Attemann (WA Conservation Action), Elizabeth McManus (Ross Strategic), Dana Stefan (Ross Strategic), Casey Hart (Ross Strategic)

Next Steps

- The draft memo with the asset management approaches across Kitsap County will be shared with the core team, for reference.
- The draft Implementation Plan outline will be shared with the core team, for further review/input.
- The group will reconvene during three more workshops this year. The next workshop will be in June or July and will further discuss the pilot project sites and the Implementation Plan.
- Ross will schedule the three upcoming workshops with the core team for 2023.
- Definitions will be refined with more specifics and to be in line to account for differences across geographies. The group will review the refined definitions.
- Individual conversations will be scheduled with the Suquamish Tribe and the Port Gamble S'Klallam Tribe to start defining the scope of the two pilots. The scope will be included in the Implementation Plan.
- Marla Powers will connect with Brittany Gordon, the WCA, and Ross teams about the projects and work going on in the Big Beef pilot site, that overlap with the Hood Canal Salmon Enhancement Project.

Overview of Current Work: Update on Funding and 2023 Milestones

Mindy Roberts provided a recap of the project accomplishments and goals. It was noted that new funding from the National Estuary Program Habitat Strategic Initiative will be finalized in June or July 2023. Mindy Roberts can provide documents or hold one-on-one conversations with workshop members to discuss any further information. Brittany Gordon reviewed the 2023 Milestones. Core Team members did not have any questions or comments.

Key Findings from Discussions with the Kitsap County Divisions

The group reviewed key findings from discussions with the Kitsap County divisions regarding current and desired asset management approaches across the County.

The process considers that natural resources are explicit to decisions the county will make, including in the comprehensive plan. The interviews also aimed to understand and ensure that KNRAMP aligns with existing county processes. The group heard that overall, there was significant interest from the divisions in taking a more proactive management of natural resources. Another finding presented to the group was

that, while asset management within Kitsap County is mostly formalized for grey infrastructure like roads and parks facilities, some divisions (e.g., Parks, Stormwater, DCD) manage green infrastructure as part of their existing plans though there is not a dedicated asset management plan for natural resources.

The group made observations and clarified questions during a discussion:

- It is critical to understand the connections to decision-making across different departments and divisions.
- The team highlighted the importance of exploring nature-based solutions in urban growth areas.
- It was clarified that there are numerous overlaps between land classification requirements and land zone designations. There is no current tracking of connections, but there are opportunities to synergize data overlaps in the future through KNRAMP. For example, water quality data is not currently in the Parks database, but this could be a future connection. The KNRAMP will look to leverage currently existing data and support information sharing across divisions through the use of Cartegraph. Comments were made on this topic:
    - It is important to recognize and understand other sources of landscape information and how other systems and assets are working and managed by various agencies. One example is that the Shellfish Growing Area Classification is important to Tribes and others. Local jurisdictions are aware they are monitoring conditions and responding in a comprehensive way. Systems such as the Shellfish Protection District are supposed to mobilize resources where there is a downgrade in shellfish growing classification. This addresses immediate problems such as leaking and sources of contamination, but it is important to think at a higher level.
    - Different counties, departments, and divisions collect information for specific purposes. Some examples include: stormwater collects water quality data to meet permit requirements; water type could be recorded so others can see this without having to physically go to the stream. The KNRAMP program can integrate how to share information so it can readily be able to be used. If information can be inputted into Cartegraph, it can be available for other programs to see.
    - Land use planning and other conservation efforts should be integrated with more proactive thinking, such as thinking ahead about riparian protection. Population growth is directed where the neighborhoods are connected to sewer. Ecosystem services and values should be reflected and considered in the development of the overall comprehensive plan of county and cities.
- A question was posed whether permitting would be used as a tool for exemptions to zoning and GMA modifications. In response, it was noted that a specific conversation has not occurred on this subject for the moment. The KNRAMP project will begin defining high-level actions and strategies. There may be more to guide zoning or overarching principles on a project or permit specific basis. For now, the permitting structure is based on a "no-net-loss" goal. Specific measures at a permitting level have not been identified. In the future, the program could help implement work to achieve a net ecological gain, and there is potential to develop specific permitting measures that could inform permit reviewers. The group discussed:
    - Implementation of permitting comes down to how projects and mitigation are assessed for impacts. Even if not directly incorporated into the Critical Areas Ordinance, implementation could still inform permit reviewers as they review applications. For example, when reviewing applications, permitters could make sure they are using a

watershed perspective. Resources and data are not always up to date and, if information is not available on watershed goals and needs in mitigation plans, reviewers are not equipped to see if watershed perspectives are really being used. KNRMAP could help provide Level of Service (LOS) and could act as a tool for permit reviewers to check if proposals are meeting the needs of the watershed.

- o The Wild Fish Conservancy's stream mapping effort will help provide more data parcel by parcel. The higher-level goal will be to incorporate this into the Comprehensive Plan to provide direction to divisions.

Gathering Initial Input on the KNRAMP Implementation Plan Outline

The group reviewed a draft Implementation Plan outline and provided the following input:

- The vision statement and goals should address what managing natural resource assets looks like in the Kitsap County vision. The goal is to focus on areas for conservation and adaptive management of natural resources, more than restoration. Assets are traditionally managed through regulatory approaches of land use and Critical Areas Ordinances. Once projects are submitted and reach the "permit counter", it is already too late to integrate natural resource considerations.
- A vision is to ensure ecosystem services are an integral part of and considered in the planning phase of any investment decisions, including informing land use decision making. Consider addressing in the vision what the changes will be for Kitsap County and where to make investments and land use decisions to protect resources of high value for a growing community, across the County. The County is on a trajectory to lose resources. Traditional infrastructure needs to be maintained, and natural resources need to recover and be maintained with consideration to the growing population, in order to maintain future availability of resources. Outside of the plan, there should be a high-level description of how businesses will change from this implementation.
- There is concern that over the next ten years Kitsap County will grow at least 10%. If the Implementation Plan takes 10 years to implement, the resources the plan will try to protect will already be not intact. It is important to preserve resources in advance of the Implementation Plan if possible.
  - o It was clarified that there will be an opportunity to incorporate some of the implementation goals into Comprehensive Plan update next year. There are existing statements on managing natural resources the same way built infrastructure is managed in Chapter 3. The KNRAMP Plan may not be able to put numeric goals in yet, but goals and policies will be updated.
  - o Steps are already being taken to improve and protect resources, including at staff level decision making. Collaboration of how divisions manage assets is a first step.
  - o Kitsap County will implement the plan as soon as possible. There is a five-year mark of monitoring of how well the Comprehensive Plan is being implemented. A full update will be provided in ten years.
  - o The vision statement will include how KNRAMP will inform decision making and how this will inform policies and investments. An idea of being proactive rather than focusing on restoration will be highlighted.

The group then discussed if there are any other avenues worth exploring for the Implementation Plan to ensure the KNRAMP is implemented into county structure and policies. Mindy noted this program will maintain areas at or beyond LOS in addition to what are below LOS. The goal is to integrate county decisions so decision making can be relooked at every two years or so to see where gaps are and what to do to close gaps, as well as to identify current natural resources. There will be a prioritization scheme and reoccurring check-ins to see where to spend resources.

Internal conversations are being held how to make the working definitions clearer, recognizing people may have different definitions and understandings of the LOS and Desired Level of Service (DLOS) concepts. A visual was presented to help define how concepts are connected. The question was posed if there are areas worth refining definitions further:
- Tribal members noted that LOS standards for Tribes could be different, and there is a question of whether Tribal standards are included in LOS standards.
    - In response, it was clarified that LOS and DLOS standards are reflected of core team values overall and that DLOS for the tribal pilots will be developed based on the Tribes' priorities and Core Team discussions. There may be different LOS standards for different geographies.
- Definitions could cause confusion when integrating with the Capital Facilities Plan because there are different LOS definitions around the various aspects of the County and built infrastructure management. Dana and Brittany clarified that this confusion has been heard before:
    - Across built infrastructure management there are different definitions. It will not be possible to get one set of definitions consistent across assets and divisions. Therefore, KNRAMP had to redo definitions and crosswalk across departments.
    - DLOS is the ultimate goal an asset would ideally operate at, set by the community. LOS is measurement of attributes of the asset (where is it currently/how it operates today). LOS Standard is a legal, enforceable standard of the county based on public input. For example, roads may have a standard LOS D in urban areas and C in rural areas. Standards dictate whether development can occur or what mitigation is needed to ensure LOS does not drop below standard. The adapted LOS could fall anywhere on the spectrum.
    - DLOS and LOS standard can be geographically variable. There may be a reason to keep them higher in some areas and lower in others.
- DLOS and LOS standards provide the basis to assess how close goals are to being met.

KNRAMP Pilots Discussion

The Chico Creek and Big Beef Creek watersheds, one of importance to Suquamish Tribe and one of importance to Port Gamble S'Klallam Tribe, were confirmed as pilot areas to test the KNRAMP existing LOS, and establish DLOS. The scope of these pilot projects will be included in the Implementation Plan along with priority actions to kick off the pilots. The two Tribes shared their input of the pilot sites:

- The Big Beef project site is an area Port Gamble S'Klallam Tribe prioritizes. The Natural Resources Director and the Cultural Resources Department agree it is a priority. The site is part of the Hood Canal Salmon Enhancement Project. It should be considered how this area will overlap and align with other agencies and work in this area. It was clarified that the Big Beef pilot site is the only priority because it is the only watershed for the Tribe that is in Kitsap County entirely. It was specifically called out, and was the only strategy named as a recovery priority in the Watershed

Plan. Marla Powers will pull together staff to have a follow-up meeting on this subject. Forterra and Hood Canal Salmon Enhancement Group (HCSEG) announced in January 2022, the purchase, hold and transfer of 50 acres of critical salmon habitat along Big Beef Creek, a tributary to Hood Canal.

- Chico Creek is a priority to the Suquamish Tribe and will remain so, as it provides salmon, shellfish, and cultural resources. The project site has a lot of restoration in the lower part of the watershed including in the tributaries. There are current initiatives by the county and private conservation groups to conserve areas of the watershed.

Updates from Partners

- Suquamish Tribe:
  - o Tom's last day at the Suquamish Tribe is 5/4/2023. He appreciates the KNRAMP work so far and supports the direction of the Implementation Plan.
- Port Gamble S'Klallam Tribe
  - o The Hood Canal Bridge Project is testing measures to test impacts of the bridge on Chinook, steelhead, and summer chum. Acoustic tagging is used to identify migration patterns as the fish reach the bridge.
  - o A near-term habitat assessment will be used to identify bull kelp and out-migrating salmon.
  - o A Port Gamble Bay nearshore restoration project will restore 30% of the area in the next few years by removing shoreline armor and filling in with a slope to replant with vegetation to create fish habitat.
  - o The Tribe is waiting to hear back about a grant they applied to for Little Boston Road over Mill Creek. This will help fix the barrier on the reservation lands.
- Kitsap County
  - o Kitsap County is undergoing an update to the Critical Areas Ordinance. There is a meeting on May 17th to provide information on this update and engage the public in the process.
  - o The Kitsap County is undergoing a Comprehensive Plan Update. The next action is a comment period on existing plans, goals, and policies. Comments can be provided via email to Jim or Brittany, or through the website.

Resources Shared

- Critical Areas Ordinance Update 2024 (kitsapgov.com)
- Comprehensive Plan Update (kitsapgov.com)
- Kitsap Natural Resources Asset Management Program (arcgis.com)
  - o This KNRAMP Asset LOS Web Map Application Story Map is an initial means of communicating the current configuration of metrics for identified natural assets via spatial visualization.

Kitsap Natural Resources Asset Management Program

Core Team Workshop

May 3, 2023, 11:00-1:00 pm

Welcome – Agenda & Goals

Goals: Discuss the KNRAMP milestones for 2023 and provide input on key aspects that the upcoming KNRAMP Implementation Plan should address.

Time	Agenda Item
11:00 AM	Welcome and Introductions
11:10 AM	Overview of current work: Update on funding & 2023 milestones
11:30 AM	Key findings from discussions with the Kitsap divisions • Clarifying questions and reflections
11:50 PM	Gathering initial input on the KNRAMP Implementation Plan outline • Key aspects the Implementation Plan should include • Feedback on working definitions for KNRAMP
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12:55 PM	Next Steps
1:00 PM	Adjourn

Accomplishments to date

- Collaborative work

- Research of existing similar efforts

- Rapid review of the Kitsap County and Puget Sound policies

- Development of draft desired levels of service framework, including metrics for assessing asset condition

- Natural asset condition updates added into Cartegraph, Kitsap County's asset management software program

- Outreach and Communications

2023-2026 Funding National Estuary Program Habitat Strategic Initiative

Task 1: Project Development
Fact sheets
QAPP
$20,049

Task 2: Admin & Reporting
Meetings & Workshops
Progress Reports
$37,449

Task 3: Develop KNRAMP Implementation
Plan
Core Team coordination
Implementation Plan
$182,548

Task 4: Stream Mapping & Water Typing
Field Surveys
Submit to Agencies
GIS Map
$315,000

Task 5: KNRAMP Implementation
Integrate into Comprehensive Plan
Test in Pilot Watersheds
Identify high level actions & strategies
County-wide LOS development
Update Cartegraph & Track Progress
$197,598

Task 6: Broader Impacts & Communication
Conference Presentations
Interactive GIS database for stream maps
Outreach to other jurisdictions
Resource toolkit
$36,794

Total: $789,438

2023 Milestones

Initial Activities

- Setting up 2023 grant extension and NEP funding
- Identifying asset management approaches across Kitsap County through conversations with County divisions
- Developing memo with asset management approaches across Kitsap County
- Developing initial outline for KNRAMP Implementation Plan for discussion with the core team

Workshop 1

Timeframe: May

Discuss
- Asset management approaches across Kitsap County
- KNRAMP Implementation Plan Components
- KNRAMP working definitions
- KNRAMP pilots: initial discussion and scope

Next Steps
- Develop initial draft KNRAMP Implementation Plan
- Update asset management memo with application to natural resources
- Research science-based options for setting DLOS

Workshop 2

Timeframe: June/July

Discuss
- Initial draft KNRAMP Implementation Plan
- Asset management application to natural resources
- Initial options for setting DLOS for pilots
- Public engagement approach discussion

Next Steps
- Update draft KNRAMP implementation plan
- Draft initial public engagement approach
- Develop memo with science-based options for DLOS
- Engage with core team on setting interim DLOS for pilot watersheds

Final Products

- KNRAMP Implementation Plan
- Public Engagement Plan
- Asset Management Approaches Memo
- Mapping Application With Interim DLOS Across County
- Final Lessons Learned And Next Steps

Workshop 4

Timeframe : November/December

Discuss
- Final KNRAMP Implementation Plan
- Final public engagement plan
- Mapping application with interim DLOS across County
- Lessons learned memo and County review process
- KNRAMP pilots: next steps

Next Steps
- Final lessons learned and next steps

Workshop 3

Timeframe: September/October

Discuss
- Updated draft KNRAMP Implementation Plan
- Interim DLOS in pilot watersheds
- Draft public engagement approach

Next steps
- Finalize KNRAMP implementation plan
- Mapping application with interim DLOS across County
- Finalize public engagement plan
- Draft lessons learned memo and County review process

Key findings from discussions with the Kitsap divisions (1)

- Asset management within Kitsap County is mostly formalized for grey infrastructure like roads and parks facilities.

- Some divisions manage green infrastructure as part of their existing plans though there is not a dedicated asset management plan for natural resources, e.g., Parks, Stormwater, DCD Divisions.

- There is significant interest within the county for a more proactive management of assets overall and natural resources

- The KNRAMP would be helpful to other divisions as well that are managing/impacting natural resources:
  - Parks lands that are not intended for recreation but rather restoration and maintenance. About 80% of lands that Parks owns are natural resource management lands not intended for recreation.
  - Stormwater assets such as bioretention and detention ponds, outfalls, and catch basins.
  - Solid waste as it relates to litter prevention and downstream effects.

Key findings from discussions with the Kitsap divisions (2)

Kitsap County Division	Status of asset management approaches		
	Currently in place	Under development	Under consideration
DCD – KNRAMP			●
Facilities	●		
Parks		●	
Roads	●		
Solid Waste			●
Stormwater		●	

Current asset management efforts:

- The Stormwater Division received a grant to create an asset management program; effort is ongoing.

- The Solid Waste Division held some early conversations about a potential asset management program.

- The Roads division is working on its Transportation Improvement Program (TIP); the division also uses the Kitsap County Public Works Transportation Project Evaluation System (2017) to guide its asset management approach that describes the project identification, scoring, ranking, and prioritization process.

- The Parks Division will use the Capital Facilities Plan to inform management of its park facilities mainly related to grey infrastructure and recreation; the Division does not have a dedicated asset management plan for its natural resources.

Key findings from discussions with the Kitsap divisions (3)

Establishing Baseline Asset Conditions

- Includes field observation and data from existing databases.
- Looks at different characteristics of the assets and life expectancy: built age, material, life expectancy.

Level of Service Determination

- report of the condition and performance of the asset in relation to the expected service
- calculated based on the existing data, observation, and expected service.
- Helps identify the areas in need of restoration based on performance.
- Differs based on type of asset, contextual factors, and geographic area

Prioritization Criteria for Maintenance or Restoration

- Basin size
- Population
- Houses served
- Proximity to critical facilities -hospitals, schools
- overall network improvement (e.g., fish passage barrier removal)
- Traffic counts, yearly accident analysis with highest accidents
- Geographical diversity across the three County divisions (south, central, and north)

Monitoring and Maintenance

- Frequency of monitoring varies
- Problematic assets are looked at more often
- Collaboration across divisions on certain monitoring (stormwater and roads).

Key findings from discussions with the Kitsap divisions (4)
Potential areas where KNRAMP could be helpful

- Land reclassification requirements are needed to have a clearer path for protection and management and investment of natural resources (e.g., 2022 reclassification request).

- Land use designations and zoning (e.g., will be integrated into all parks). Port Gamble took the first step at this. An example of a land use designation would be a natural or passive recreation area.

- Looking at the hydrography aspects of natural resources with a watershed view (e.g., helpful for stormwater management efforts).

- Monitoring shorelines (e.g., helpful for Parks management of their natural resource areas, especially as more shorelines are acquired and shoreline erosion issues occur).

- Overall monitoring of water quality and downstream effects.

- Potential to integrate habitat restoration as part of the annual scoring analysis for roads. Culverts are assets and there has been high interest in fish passage barrier removals. Public Works is working to incorporate WDFW culvert inspection data fields into inspections (e.g., stream type, annual/perennial, barrier, fish presence).

Discussion

- What are key observations from the asset management approaches across the County?

- What do we see as key elements that have application to natural resources?

- What observations do you have regarding the potential areas where KNRAMP could be helpful?

- What areas do you think need to be further explored to advance KNRAMP?

Draft KNRAMP Implementation Plan outline – For input

- KNRAMP Vision: Develop the vision statement and key goals.

- Definitions: Refine KNRAMP concepts and definitions.

- Asset management options with application to natural resources.
  - Options based on conversations with Kitsap County divisions and the core team, and additional research.
  - Asset management efforts across Kitsap County.
  - LOS determination.
  - Options for prioritization criteria for natural resources.
  - Monitoring and maintenance options, including opportunities for data sharing.
  - Potential application areas where KNRAMP would be helpful.

- Options and strategies to integrate KNRAMP within the County based on existing structures and policies.
  - Options heard through conversations with the County divisions and additional discussions with DCD.

- Scope and process to develop the KNRAMP pilots.
  - Scope to be further discussed with the core team and the parties leading the pilots.

- Next steps for KNRAMP implementation
  - Clarity on decision-making to implement KNRAMP.

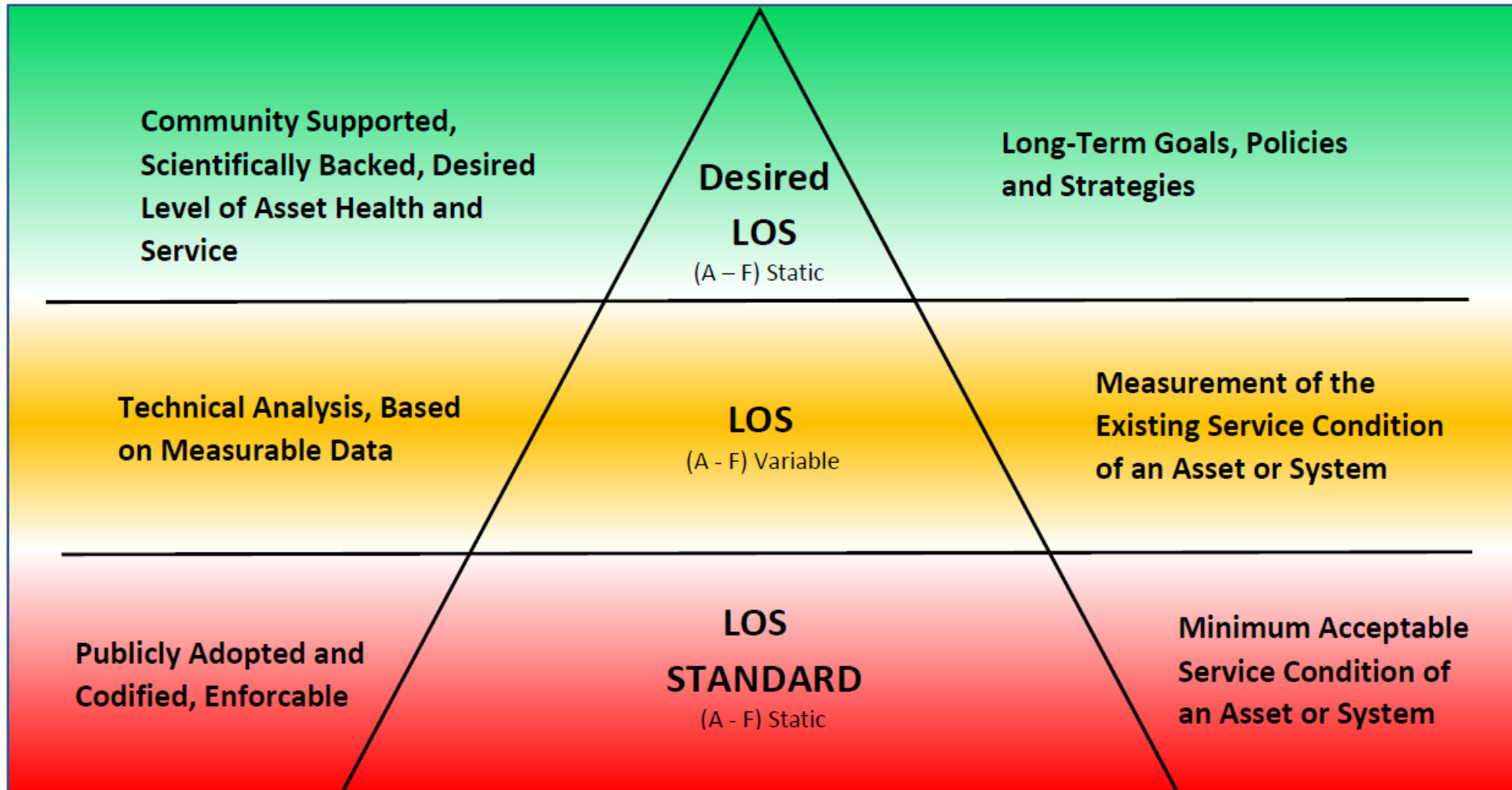# Gathering initial input on the KNRAMP Implementation Plan outline

- What are **key aspects** the Implementation Plan should include?

- Are there **additional ideas** that you have for inclusion or refinements to the existing ideas?

- Can you say more about why you believe a certain idea is important and impactful in advancing the KNRAMP implementation?

- What do you see as **main challenges or opportunities** to KNRAMP implementation that need to be explored in the Implementation Plan?

- What are key aspects that should be included in a brief **KNRAMP vision statement**?

- What do you see as main strategies to **integrate KNRAMP** within the County's structures and policies?

Feedback on working definitions for KNRAMP

- **Asset management** refers to treating the components of the public infrastructure system as assets within the public trust to be stewarded by the local government.

- **Levels of Service** are measures of quality used to indicate how well natural assets are functioning. This project is defining the levels of service provided by streams, forests and marine shorelines, and establishes level of service standards for them similar to the level of service standards used in capital facilities planning. Methodologies used for calculating Level of Service are based on best available science, per RCW.70A.172, and may require revision over time as additional or improved data become available. The LOS is the report of the condition and performance of the asset in relation to the expected service.

- **Baseline (current) levels of services –** Baseline functional condition of natural assets based on existing data. KNRAMP will look at existing and relevant datasets within and outside the County.

- **Level of Service Standards** are *adopted* by the County and set the minimum acceptable functionality of an asset. In determining adopted standards for each asset or place, several factors will be considered, including social aspects and baseline data, informing what would be an acceptable and feasible minimum service level for an asset. Officially adopted by the county (used to inform funding priorities).

- **Desired levels of service –** Long-term goal and preferred outcome for the level of service to be provided by a natural asset (still to be established). These may be variable across the county – meaning there may be different desired levels of service in different places. In determining desired levels of service for each place, several factors will be taken into account, including social aspects, baseline data, science data informing what would be an appropriate/feasible level of service, and priority areas for the County and its tribal partners.

Feedback on working definitions for KNRAMP

Level of Service is typically measured on an A-F scale.

Community Supported, Scientifically Backed, Desired Level of Asset Health and Service

Desired LOS
(A – F) Static

Long-Term Goals, Policies and Strategies

Technical Analysis, Based on Measurable Data

LOS
(A - F) Variable

Measurement of the Existing Service Condition of an Asset or System

Publicly Adopted and Codified, Enforcable

LOS STANDARD
(A - F) Static

Minimum Acceptable Service Condition of an Asset or System

Discussion questions on KNRAMP working definitions

- What observations do you have regarding the five working definitions?
- Are there any aspects where further refinements would make these definitions clearer?
- Are there any other KNRAMP-related concepts that would be helpful to define?

KNRAMP Pilots

- Two potential areas identified tentatively through conversations with the core team:
  - Chico Creek
  - Big Beef Creek
- Goal: Test KNRAMP in two pilot watersheds. Testing will be in accordance with the Implementation Plan but will likely include the following:
  - Refine existing LOS developed in prior project phase based on feedback in this phase
  - Establish desired LOS
  - Identify high level priority actions for achieving desired LOS
  - Integrate with existing County and watershed plans
  - Track metrics and LOS changes in Cartegraph
  - Document "lessons learned" for Implementation Plan updates
  - Monitor and adapt approaches
  - Report progress
- Discussion:
  - Clarifying questions from the core team.
  - Please share initial considerations and opportunities to pilot in these areas.
  - Discuss next steps to define the scope of the pilots.

Core Team Updates

Suquamish Tribe
Port Gamble S'Klallam Tribe
Kitsap County

Next Steps