



Kitsap Regional Coordinating Council

Chair
Mayor Kim Abel
City of Port Orchard

Vice-Chair
Council Member Carol Arends
City of Bremerton

Commissioner Jan Angel
Commissioner Steve Bauer
Commissioner Josh Brown
Kitsap County

Mayor Cary Bozeman
Council Member Will Maupin
Council Member Nick Wofford *
City of Bremerton

Mayor Darlene Kordonowy
Council Member Bill Knobloch
Council Member Nezam Tooloee *
City of Bainbridge Island

Council Member Carolyn Powers *
City of Port Orchard

Mayor Kathryn Quade
Council Member Ed Stern *
City of Poulsbo

Council Chair Leonard Forsman
Rob Purser *
Suquamish Tribe

Council Chair Ron Charles
Doug Quade, CEO *
Port Gamble S'Klallam Tribe

Commissioner Mary Ann Huntington
Commissioner Cheryl Kincer *
Port of Bremerton

Captain Reid Tanaka
Tom Danaher, PAO *
*Naval Base Kitsap***

Mary McClure
Executive Director

* *alternate*
** *non-voting member*

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Board Meeting
November 6, 2007

Meeting Summary

1. Call to Order: Chair Kim Abel called the Kitsap Regional Coordinating Council Board to order at 8:02 a.m. (*Attendance noted at end*)

2. Approve Minutes from October 2, 2007:

Motion: (Brown) and second (Huntington) to approve the Minutes from October 2, 2007. *Motion carried unanimously.*

3. Chair Comments:

Mayor Kim Abel commented that the wintering sea birds in Port Orchard's harbor are wonderful.

4. From the Executive Committee:

a. Report on ILA Actions through Member Jurisdictions:

Fully executed copies of the ILA were distributed at this meeting to each jurisdiction, and will be filed with the County Auditor's office forthwith.

b. Report on the Memorandum of Understanding with Tribal Nations:

Mary McClure has met with Doug Quade, CEO of the Port Gamble S'Klallam Tribe, to begin the conversation about what elements should be included in the Memorandum of Understanding for their membership in the Kitsap Regional Coordinating Council. Mr. Quade will work with Leonard Forsman, Tribal Chair of the Suquamish Tribe. There may be a draft by the December Board Meeting.

Note: Also anticipate action at the December meeting concerning membership of the Naval Base Kitsap.

c. Recommendation to adopt By-laws:

Council Chair Kim Abel sent the draft By-laws to member jurisdictions for comments.

Points of discussion:

- The by-laws may need to address responsibility for records retention.
- The City of Port Orchard recommended adding requirement for an annual General Membership meeting to enable all City/Tribal Council members to have input re: Work Program. Better communication = better feedback.

Comments:

- Sending the monthly Summary of (Board) Actions Taken (with possible format change) to the full City + Tribal Councils + Port Commission could provide more information.
- The Draft 2008 Work Program anticipates a shorter, monthly e-newsletter (instead of quarterly) that would provide more information.
- Concern over changing the protocol of the meetings. The Council, as it is set up now, is very efficient at getting work done.
- This does not sound like a by-laws issue. Better communication can be accomplished through improving existing channels.
- There was not consensus that a requirement for a General Membership meeting should be part of the by-laws.

Motion tabled until December Board Meeting.

5. Executive Director's Report:

a. Countywide Planning Policies: Recommended Reversion in Element B-4(a):

Kitsap County is scheduled to act on November 19, 2007 on the proposed reversion in the Countywide Planning Policies' Element B-4(a). The City Councils have scheduled their ratification actions for November and December; Port Orchard's vote is scheduled for November 13, conditional on the County's November 19 action. Although the Tribes' Council membership is not yet implemented, they are part of the ratification process for the Countywide Planning Policies.

b. 2008 Legislative Agenda:

The October 25 Legislative Dinner was well-attended and with lively discussion. No proposed changes to the draft Legislative Agenda distributed at the Dinner have surfaced to date.

Points of discussion:

- The order should be reversed ~ we should be adopting the Agenda, and then presenting it to our State legislators. [*Staff note: Calendars precluded that approach.*]
- Concern that State Legislators get confused when too many issues are presented. The Council needs to be more focused. It also seems that the number of priorities was higher this year. We should pick the top six issues in the County, asking the Kitsap County Consolidated Housing Authority, Kitsap Transit, and the Regional Council for their priorities. We should work harder next year to ask each entity for 1-2 priorities.
- The Council did discuss these priorities at the Board meeting prior to the Legislative Dinner and agreed on them.
- For the 2008 short session, this was a good job ~ it feels like we're moving in the right direction. However, we should ask the Kitsap Transit and Health District's Board to approve their priorities prior to adding them to our list.

Motion: (K. Quade) and second (Huntington) to approve the 2008 Legislative Agenda as presented.

Motion carried unanimously.

c. Kit~Net Interlocal Agreement:

The Kit~Net Interlocal Agreement (ILA) is being reviewed by potential partner agencies (School Districts, Fire Districts, Kitsap Regional Library, etc.) for any final revisions. The

current draft has been reviewed by the Kitsap County Prosecuting Attorney, with suggested changes incorporated. A final version will be prepared by the end of the month, coming to the Board for approval at the December meeting. This is the last opportunity to write the Regional Council out of the ILA as the governing and/or managing body for Kit~Net.

The 2008 Broadband Work Program has three components: Kit~Net, the Broadband Infrastructure Initiative with the Kitsap Economic Development Alliance (focused on a Telework Pilot Project at the State legislative level); Techno-Tools & Telework Brown Bag lunch series.

To reduce the Broadband Work Program budget to \$38,030, there are a number of functional changes, including Kitsap County taking on facilitation of the COPS grant meetings, and reporting back to the Kit~Net Policy Advisory Group on any pertinent issues. Anticipated revenues from partner agencies: \$36,500.

Commissioner Steve Bauer commented that the County's Director of Information Services, Bud Harris, has indicated that it is important that the County stay involved with the Broadband Work Program, and that their plate will be very full with the COPS grant for the next few years.

Councilor Ed Stern, City of Poulsbo, noted that the Kitsap 20/20 project identified Broadband as a huge priority.

Motion: (Angel) and second (Brown) to modify the budget amount from Kitsap County to \$10,765, to be matched by the Kitsap PUD.

Motion tabled until budget discussion later in meeting.

- d. City of Bremerton: Boardwalk Project: Request for Letter of Endorsement for EDD Funding: Thomas Knuckey, Engineer for the City of Bremerton, presented the City's proposal for Puget Sound Regional Council's Economic Development District funds:

This is a three-part project:

- Replace a failing, inadequate and environmentally unsafe sewer.
- Combine sewer maintenance access requirements with a 3200-foot, ADA compliant, multi-use, over-water boardwalk.
- Remediate contaminated, inaccessible, unsafe property and shoreline, and expand the popular Evergreen Rotary Park.

The Chevron property that the City bought for \$100.00 is contaminated and needs to be cleaned up – that work is scheduled for 2008. Smith Cove is a 15-acre park; there is rubble that needs to be removed, remnants from the old Bremerton swimming pool. This clean-up will create 30,000 square feet of restored habitat. The City is submitting permits needed for 2008 this week. There are plans to start boardwalk construction in 2009, finishing in 2010.

The project was started about 5 years ago; while looking for sewer alternatives, the City realized they could combine that project and bring back waterfront access. The City has engaged the Suquamish Tribe in dialogue; the Tribe supports some aspects of the project, but there are still some issues that need resolution around possible impacts on the Tribes' fishing treaty rights.

6. Affordable Housing for All (AHFA) Grant Program: Funding Recommendations:

Recommendations from the Application Review Committee for the 2008 Cycle of the Affordable Housing for All Grant Program were made to the Board at the October 2, 2007 Board Meeting, initiating the Public Comment Period. The Public Comment Period will be closed today, following the Public Hearing.

Written Public Comment was included in the Board Packet. Additional written comment was received in support of the Society of St. Vincent de Paul's application from five Board members (distributed to Board members at this meeting).

Public Hearing: 9:11 – 9:28 a.m.

Larry Keller, Executive Director, Kitsap Mental Health: Thanks for the recommendations for funding from both the Affordable Housing for All Program and the HOME program for the new Mental Health Stabilization Facility project. This new facility is a much needed replacement for the existing building. Thanks to the Application Review Committee and to the Citizen Advisory Board.

Barbara Day Max, Executive Director, Agape Unlimited: Koinonia Inn is a transitional housing unit for women recovering from addiction and their children. It was started in 1989 in Port Orchard. Thanks to funding from the 2060 Program it was able to reopen its doors a few years ago. Last year grant funds were used for building repair and maintenance. This year's recommendation is much less than requested. We have really slimmed down the operations and maintenance budget for Koinonia Inn, but will still need an additional \$5,000 to meet our needs. Please consider increasing the Affordable Housing for All grant by \$5,000. In 1989 it was estimated that 1 drug-addicted baby cost the state \$100,000 in services. The Koinonia Inn program works to prevent this cost to society.

Julie Graves, Housing Development Director, Kitsap County Consolidated Housing Authority: I have two comments: 1) The original intent of the legislation that created this grant program was to provide operating and maintenance expenses to projects that had been funded by the Washington State Housing Trust Fund, and which served people at 30% or less of the area median income. 2) I have been a member of the Continuum of Care Coalition since 1994. Its purpose is to be a forum for service providers to cooperate and collaborate. However, some agencies that have been applying for these grant funds do not participate in the Continuum of Care Coalition. The Coalition is talking about recommending to the Board that a point system based on participation in the Coalition be implemented as part of the evaluation system for the grant applications.

Larry Eyer, Executive Director, Kitsap Community Resources: Thank you to the Application Review Committee for the recommendation to fund the South Kitsap Transition-in-Place project. We are excited to pilot the transition-in-place concept which has been successful in other areas. Thank you.

Public Hearing closed at 9:28am.

Motion (Arends) and second (Bauer) to approve the recommendations as presented from the Application Review Committee for the 2008 Cycle of the Affordable Housing for All Grant Program.
Motion carried unanimously.

Executive Director Mary McClure indicated that if any administrative funds from the program are remaining from prior years, the Board could consider making an additional grant to Agape Unlimited for the Koininia Inn project.

7. CDBG and HOME 2008 ACTION Plan: Funding Recommendations from Citizen Advisory Board:

Bonnie Tufts, Manager, Kitsap County Community Development Block Grant Program, introduced the recommendations by the Citizen Advisory Board for the CDBG and HOME 2008 Action Plan. She pointed out that an additional request for \$10,000 to fund the Kitsap Baccalaureate Research and Action project had been received after the CAB met. A recommendation to fund this project is also included in the Board Packet.

Public Hearing: 9:31 – 9:59 a.m.

Anna Padia, Citizen Advisory Board: Thanks to all the applicants. There were more applicants than usual, and not enough money to fund them all. Thanks to the other Citizen Advisory Board members and to the CDBG staff. We are recommending distribution of \$658,476 from the Capital Fund for the 2008 year, out of nearly \$1.6 in requests. For the HOME Funds, there was \$478,566 to be distributed, with requests of \$1.1 million.

Commissioner Brown, Kitsap County, Why is the United Way Non-Profit Center was not recommended for funding?

Anna Padia responded that the CAB felt that the funds were better spent to provide direct support for low-income housing. It also bears examining a new role for the CDBG funds and the United Way becoming a landlord.

Councilor Knobloch, City of Bainbridge Island: Why were Helpline House and Bainbridge Youth Services not funded? Why were no projects from Bainbridge funded?

Bonnie Tufts clarified that the Public Services Funds were not reviewed this year by this CAB. Those funds are distributed on a 2-year cycle.

Mayor Quade, City of Poulsbo: Please provide more explanation about the two Martha & Mary projects.

Rob Gelder, Director of Development, Martha & Mary: The Healthy Air for Seniors project will clean the HVAC system in the building. The Covered Play Area project will upgrade and expand the play area to have a new covered area to play for the children's center in Silverdale. 40% to 60% of the children served are from low-income families.

Joanne Johnson, Citizen Advisory Board, I'd like to encourage all of the elected officials who have the power to do something about it to expand the funding for these programs. There simply are not enough dollars to meet the need for affordable housing in this county.

Stuart Walton, Kitsap Business Trainer for Washington CASH: Thank you to the community and its economic development set-aside funds for the assistance it will give to local community members who are at as little as 200% of the Federal Poverty Level who want to start their own businesses. Washington CASH provides training for these entrepreneurs in cash flow & management, marketing, improving credit, and business planning. I estimated that in first six months of 2007, 11 of the

Washington CASH entrepreneur clients contributed \$1.3 million in additional income to the Kitsap economy. Many of these people were previously on unemployment or TANF, so this is a real self-esteem building process.

Charlotte Garrido, WSU: I am speaking in support of the Kitsap Baccalaureate Research and Action project. I have been hired by Olympic College, the WSU Extension, and the Kitsap Economic Development Alliance. Last year the Baccalaureate Taskforce recommended that we develop a baccalaureate program in Kitsap. This research project will provide information to our legislators to help them understand the need. The project will run from September to December of this year. Part of the research is a survey of 96 businesses (to date), with follow-up interviews, and outreach to community members to assess their interest. Thank you for considering the request for \$10,000 to support this project.

Carl Florea, Executive Director, Housing Resources Board: Thank you in advance for your approval of the recommendation. Thanks to the staff and Advisory Board. This year we came forward with a different approach, wanting to grow our agency. I was brought on in March with a charge to expand what we can do with affordable housing on Bainbridge Island, both increase how many we can serve and in what ways we can serve them. The community land trust idea is one way we're doing this. This grant is going to help us grow our organization capacity with operational dollars.

David Foote, Executive Director, United Way: Even though we didn't get funded, I want to thank the citizen panel because through the process we further developed our plans. In retrospect and seeing the needs in the community, we agree with their recommendations for funding. We will be back next year with our non-profit center and community center project.

Public Hearing closed at 9:59 a.m.

Councilor Ed Stern, City of Poulsbo: This process always illuminates the necessary balance between the immediate need for housing and giving people the means for self-housing.

Motion (K. Quade) and second (Angel) to approve the 2008 CDBG and HOME ACTION Plan and amendments to the prior plans and the funding for the Kitsap Baccalaureate Research and Action project. *Motion carried unanimously.*

Mayor Bozeman, City of Bremerton, commented that we should not take these funds for granted. He requested a report on what the staff foresees for the funding stream for this program.

8. Member Agency Comments: None
9. Citizen Comments: Two

Nina Hallett, Secretary for the Board of Trustees of the Kitsap County Historical Society: Kitsap County is celebrating its sesquicentennial anniversary. To celebrate, the Society is looking for original picture negatives to add to the book. The book is not being updated, just re-printing the book; but the Society has approached the public to submit corrections. The good news is the Historical Society is not here today to ask the Regional Council for money. But we are hoping that the individual jurisdictions can support this cause – we are hoping to raise \$65,000. We are hoping some jurisdictions can be partners in this venture – any amount would be welcome. This book will not be a money-maker, but the Historical Society hopes that it will be a good service and an education to the

public. Also, they are planning to have one complete, comprehensive index for the first time. Thank you for your time.

Tim Matthes, Kitsap Alliance of Property Owners: Thank you to Mayor Abel and to Mary McClure for taking public comment. I would like to read a letter: Dear Ms. McClure, The Kitsap Alliance of Property Owners requests that the Board of the Kitsap Regional Coordinating Council televise their first Tuesday meetings on BKAT, and in this way make them available to the public through local programming.

We ask that you take the following three considerations into account with our request:

1. The KRCC website states, “The Council’s Collaborative Strategies Program reaches beyond its member agencies to school, fire, transit, water, sewer, library, and other districts to discover efficiencies and better ways to provide services to Kitsap residents”. Televised meetings would indeed provide a service to Kitsap residents and be in accordance with your stated purpose.
2. Most of KRCC’s members – Kitsap County, the City of Port Orchard, the City of Poulsbo and the City of Bremerton – already understand the importance of allowing broader public access to the discussion and decisions conducted during their meetings and consequently publicize them on BKAT.
3. The cost of public programming on local television would be minimal relative to the value gained by the public.

Thank you for your time and consideration in this matter, we look forward to your response.
Sincerely, Tim Matthes, KAPO Board of Directors.

10. Adjourn: 11:19 a.m.

Participants:

Kim Abel, City of Port Orchard
Carol Arends, City of Bremerton
Cary Bozeman, City of Bremerton
Tom Danaher, Naval Base Kitsap *
Mary Ann Huntington, Port of Bremerton
Will Maupin, City of Bremerton
Kathryn Quade, City of Poulsbo
Nick Wofford, City of Bremerton *

Jan Angel, Kitsap County
Steve Bauer, Kitsap County
Josh Brown, Kitsap County
Leonard Forsman, Suquamish Tribe
Darlene Kordonowy, City of Bainbridge Island
Carolyn Powers, City of Port Orchard *
Ed Stern, City of Poulsbo *

Board Members Not in Attendance:

Ron Charles, Port Gamble S’Klallam Tribe
Bill Knobloch, City of Bainbridge Island
Doug Quade, Port Gamble S’Klallam Tribe *
Nezam Tooloe, City of Bainbridge Island *

Cheryl Kincer, Port of Bremerton *
Rob Purser, Suquamish Tribe *
Reid Tanaka, Naval Base Kitsap

* alternates

Kitsap Regional Coordinating Council Staff:

Mary McClure, Executive Director
Kirsten Jewell, Project Coordinator

Nicole White Clark, Project Coordinator

Others Present:

Shannon Bauman, Kitsap County CDBG
David Foote, Kitsap County United Way
Jenni Connor, Habitat for Humanity
Barbara Day-Max, Agape Unlimited
Carl Florea, Housing Resources Board
Rob Gelder, Martha & Mary
Joann Johnson, Kitsap County CDBG CAB
Norm McLoughlin, KCCHA
Andrea Spencer, City of Bremerton DCD
Bonnie Tufts, Kitsap County CDBG
James Weaver, Kitsap County CDBG CAB
Mark Gulbranson, Puget Sound Regional Council
Tim Matthes, Kitsap Alliance of Property Owners

Arno Bergstrom, WSU Extension
Austin Campbell, Habitat for Humanity
Darlene Cook, Kitsap Community Resources
Larry Eyer, Kitsap Community Resources
Charlotte Garrido, WSU Extension/KEDA
Julie Graves, KCCHA
Larry Keller, Kitsap Mental Health Services
Anna Padia, Kitsap County CDBG CAB
Joanne Tews, Helpline House
Stuart Walton, WA Cash Program