



# Kitsap Regional Coordinating Council

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Commissioner Chris Endresen  
Kitsap County

Vice-Chair  
Mayor Kim Abel  
City of Port Orchard

Commissioner Jan Angel  
Commissioner Josh Brown  
Kitsap County

Mayor Cary Bozeman  
Council Member Carol Arends  
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 \*  
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Council Chair Leonard Forsman  
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Council Chair Ron Charles  
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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

June 5, 2007

## Meeting Summary

1. Call to Order: Chair Chris Endresen called the Kitsap Regional Coordinating Council Board to order at 9:02 a.m. (*Attendance noted at end*)
2. Minutes from May 1, 2007:  
**Motion:** (K. Quade) and second (Abel) to approve the May 1, 2007 Board Meeting Minutes. *Motion carried unanimously.*
3. Chair Comments:  
The Kitsap Regional Council is coordinating a group of experts to discuss regional transportation governance, to analyze the possible outcomes and impacts of regional governance on Kitsap County.
4. Executive Session: The Executive Session was from 9:05 – 9:57 a.m.
5. From the Executive Committee:
  - a. Kitsap Regional Coordinating Council Inter-local Agreement & By-laws:  
This issue has been discussed by the Kitsap Regional Council since January 2007. The Council Chair, Chris Endresen, recommends expanding the Executive Committee to include one Board member from each jurisdiction. They should meet to discuss the by-laws and the interlocal agreement, and make recommendations to the entire Board.
  - b. Budget Amendment:  
This budget amendment adds \$32,622 to the 2007 budget. These funds are the 2060 and 2163 administrative fees remaining from 2006. They can only be used for these grant programs.  
**Motion:** (Arends) and second (Huntington) to approve the proposed budget amendment to the 2007 budget. *Motion carried unanimously.*
  - c. Extension of Contract for Management Services:  
The Board discussed a resolution to authorize disbursement of the funds approved in December, 2006, for the McClure Consulting LLC management services contract and to enter into contract negotiations with McClure Consulting LLC for a new agreement for administrative services to be continued through December 31, 2009. Such negotiations shall coincide with the KRCC's 2008 budget and work plan adoption. The Board noted the importance of the time commitment (through December, 2009) to McClure Consulting LLC for business planning.  
**Motion:** (Kordonowy) and second (Abel) to adopt the resolution authorizing fund disbursement to and contract negotiations with McClure Consulting LLC, concurrent with the adoption of the 2008 budget and work plan.

6. Executive Director's Report:

a. CTED Grant Program Report: Association Analysis in the Urban Growth Areas:

*Michael Hodgins, Berk & Associates*

The Central Kitsap Pilot Project, started in early 2007, will provide two completed documents by the end of the project:

- An analysis of the service providers to the Central Kitsap area (and surrounding), with specific recommendations for service provision in the event of association with the City of Bremerton.
- A template for examining Urban Growth Area (UGA) association that can be used in other areas in Kitsap County as well as throughout Washington State; and to determine if incorporation is the better option.

As laid out in the Growth Management Act (GMA) and the Countywide Planning Policies (CPPs), cities have better capabilities to provide urban services; and all unassociated UGAs should eventually be associated with a City or else incorporated into a city. Options for unassociated UGAs:

- Incorporate as a new city (likely examples in Kitsap: Silverdale and Kingston)
- Associate with a City: when the UGA is adjacent to one or more cities (Kitsap examples - Central Kitsap, Gorst, ULID 6)
- Remain unassociated: Some UGAs have unique circumstances and possibly should remain unassociated (Kitsap example – South Kitsap Industrial Area (SKIA))

If an unassociated UGA incorporates as a new city, there has to be:

- Determination of the financial feasibility of the future city
- Determination of community desires and affinities for incorporation
- Public vote and formal incorporation into a new city

If a UGA is to associate with a current city, an association analysis will need to be done to:

- Identify association alternatives
- Assess current and future characteristics of the UGA
- Analyze each urban service from current and potential provider perspectives
- Identify best long-term service provision scenarios and determine the city to associate with (if there is more than one city adjacent to the UGA)
- Share findings and pass a joint resolution between City and County recognizing the association of the UGA

The process for association analysis also includes draft findings and recommendations, including:

- Strengths and challenges of different provider scenarios (barriers and opportunities)
- Impact on customers/taxpayers (for level of service and tax & fee comparison)

When the association analysis is complete, the policy implementation will include a joint resolution Kitsap County and the involved City Councils.

b. CPP Element B:

Points of discussion:

- Question: Does this policy change the process Cities use to move forward on annexation?  
Answer: Not in the short-term: this primarily looks at how the process is jointly managed.
- Poulsbo is ahead of the “game”, but the Cities of Bremerton and Port Orchard also have issues.
- It is prudent to take the time now to discuss these issues with our City Councils and Planning Directors.

**Motion:** (Kordonowy) and second (Knobloch) to schedule a public hearing for September 11, 2007, to hear public comment concerning the proposed revisions to Element B: Coordinated Growth Management in Urban Growth Areas, Sections a and d, as presented, and revisions to Appendix C, as presented, preliminary to recommending those revisions to Kitsap County for adoption by ordinance and to the Cities and Tribes for ratification.

*Motion carried unanimously.*

c. 2060 Low Income Grant Program: Recommendations for Cycle 5:

Approximately \$300,000 is available for distribution for Cycle 5. Recent Washington State legislation revised the 2060 grant program in the following ways: 1) The program was renamed: the Affordable Housing for All Grant Program; 2) Restrictions were loosened on allowable uses of funds pertaining to Rental Assistance; and 3) Priority must be given to projects serving extremely low-income households (30% or less of area median income).

i. 2008 Program Priorities:

This year the Continuum of Care Coalition recommended a different priority list for program funding than in the past three years. Several factors contributed to the recommended change: review of current low-income housing needs, recognition that the Homeless Housing Grant Program (2163) is a new funding source for many of the same projects, particularly Rental Assistance, and that a significant portion of the previously distributed grant funds have gone to Permanent Affordable Housing. The Coalition recommended the following priorities: 1) Emergency Shelter; 2) Transitional Housing; 3) Rental Assistance; 4) Affordable Permanent Housing.

**Motion:** (Abel) and second (Knobloch) to adopt the Affordable Housing for All Grant Program Cycle 5 funding priorities as recommended by the Continuum of Care Coalition.

*Motion carried unanimously.*

ii. Appoint Application Review Committee:

The Continuum of Care Coalition recommended four members for the Cycle 5 Application Review Committee. Three are returning members: Joanne Tews, Barbara Moerler, and Betti Ridge. One is a new member: Sandy Hardy, of Peninsula Community Health Services. An additional member, Anna Wilderbuer, is designated by the Kitsap County Auditor's Office.

**Motion:** (Abel) and second (Knobloch) to appoint the members of the Affordable Housing for All Grant Program Cycle 5 Application Review Committee as recommended by the Continuum of Care Coalition.

*Motion carried unanimously.*

iii. Request for Contract Revision:

Agape Unlimited is requesting a contract amendment for the Koinonia Inn Operations & Maintenance grant from the 2006 Cycle. Agape is requesting to transfer funds from their award for 2006 to 2007 and to transfer funds from one expense category to another.

**Motion:** (Abel) and (Kordonowy) to approve the contract amendment requested by Agape Unlimited for their 2006 Cycle grant.

*Motion carried unanimously.*

d. Community Development Block Grant Program: Approve Community Development Citizen Advisory Board Members:

**Motion:** (Kordonowy) and second (Abel) to approve the Community Development Block Grant Program Community Development Citizen Advisory Board Members, as presented.

*Motion carried unanimously.*

Additional item:

*David Foote, Executive Director, United Way of Kitsap County:*

The United Way of Kitsap County is in the early stages of a capital campaign to purchase a building - 645 4<sup>th</sup> Street, the Cascade Building in downtown Bremerton.

The United Way of Kitsap County touches 1,000 lives each year - kids, families, seniors, and people with disabilities. This campaign creatively addresses emerging needs within the organization and within the community:

- The current United Way offices are cramped and isolated, offering little community visibility.
- The United Way can consolidate some of their programs, e.g. 211 and the food bank.
- Leadership Kitsap wants to have offices in the same building.
- Kitsap Community Foundation wants to have offices in the building too.
- The building would also offer the Girl Scouts and Campfire Girls office space.
- The new resource library would be a place for non-profit organizations to find grant for their operating budgets.

The purchase is a sound investment; the organization will become more effective while reaping a better cost benefit from the purchase, putting more money into operations.

The new building would add to the revitalization efforts of the City of Bremerton, adding United Way services to a high visibility location. The building also provides a professional environment for the staff and stronger involvement with community needs. This move ultimately puts more money back into the community.

It would be beneficial to the United Way of Kitsap County if the Kitsap Regional Coordinating Council endorsed the purchase of the building.

Mary McClure, Executive Director of the Kitsap Regional Council will send the case prospectus to the Board so the individual jurisdictions can send letters of endorsement.

7. Member Agency Comments: Four

*Mayor Kathryn Quade, City of Poulsbo:* Even though Commissioner Endresen is leaving the Kitsap Regional Council Board, we are glad she still in Kitsap County most of the time.

*Commissioner Chris Endresen, Kitsap County:* I have enjoyed working with all of you. I believe in this organization and it cannot happen without Mary and her staff. The Council has accomplished some things no other jurisdiction has before and we keep getting more efficient every year! The next years will bring change; the Council should look at what the organization is trying to get done with the revised interlocal agreement. I would recommend that the Board read *Getting to Yes*. The last years have been enjoyable and I will be watching the goings on within the County. Thank you to everybody for your support through the years.

*Council Member Ed Stern, City of Poulsbo:* Looking into the fall agenda, I would like policy discussion guidance for the conversation the Poulsbo City Council will be having on affordable housing. Accessory Dwelling Units (ADU) can be a tremendous opportunity.

*Council Member Bill Knobloch, City of Bainbridge Island:* The Bellingham Airport has a 5200 foot landing strip. The Bremerton International Airport has a 6000 foot landing strip and federal grant money to stabilize the Airport.

8. Citizen Comments: Two

*Mike Haley, Kitsap Credit Union and Kitsap Housing Coalition:* The Kitsap Housing Coalition is dedicated to providing home ownership. We would like to invite the Kitsap Regional Council Board to our monthly meetings, the 2<sup>nd</sup> Wednesday of every month. The next meeting is June 15 at the West Park Community Center; the speaker will be Norm McLoughlin, Executive Director of the Kitsap County Consolidated Housing Authority. The Coalition would value your input – our passion is finding housing for people that are not housed.

*Charlotte Garrido, WSU Extension:* Thank you for appointing me to the Higher Education Working Group, a group that will be working on recommendations for the Puget Sound area.

Governor Gregoire signed SB 5731, mandating the addition of bachelor's degrees statewide – to develop a plan to increase the capacity of Washington institutions of higher education by ten thousand students per year by 2020 to produce baccalaureate and advanced degrees in high impact, high demand areas of study. The group needs to report its findings and recommendations to the appropriate Legislative committees by December 1, 2007.

The Kitsap Baccalaureate Task Force has suggested a bachelor's degree program in the 4-County region. This bill did not pass this session, but has traction to continue into next session. The challenge for leaders in our community is that we have a lot of work before next session begins, making sure this issue stays on the Legislators' radar. We also need public and private philanthropic support.

9. Adjourn: 11:13 a.m.

**Participants:**

Kim Abel, City of Port Orchard  
Cary Bozeman, City of Bremerton  
Tom Danaher, Naval Base Kitsap \*  
Leonard Forsman, Suquamish Tribe  
Bill Knobloch, City of Bainbridge Island  
Will Maupin, City of Bremerton  
Ed Stern, City of Poulsbo \*

Carol Arends, City of Bremerton  
Josh Brown, Kitsap County  
Chris Endresen, Kitsap County  
Mary Ann Huntington, Port of Bremerton  
Darlene Kordonowy, City of Bainbridge Island  
Kathryn Quade, City of Poulsbo

**Board Members Not in Attendance:**

Jan Angel, Kitsap County  
Cheryl Kincer, Port of Bremerton \*  
Rob Purser, Suquamish Tribe \*  
Reid Tanaka, Naval Base Kitsap  
Nick Wofford, City of Bremerton \*

Ron Charles, Port Gamble S' Klallam Tribe  
Carolyn Powers, City of Port Orchard \*  
Doug Quade, Port Gamble S' Klallam Tribe \*  
Nezam Tooloee, City of Bainbridge Island \*

\* alternates

**Kitsap Regional Coordinating Council Staff:**

Mary McClure, Executive Director  
Kirsten Jewell, Project Coordinator

Nicole White Clark, Project Coordinator

**Others Present:**

Ken Attebery, Port of Bremerton  
Kevin Bagwell, City of Bremerton Attorney  
Arno Bergstrom, WSU Extension  
Nancy Buonanno-Grennan, Kitsap County  
Mike Eliason, Kitsap Assoc. of Realtors  
Charlotte Garrido, WSU Extension  
Mike Haley, Kitsap Housing Authority  
Larry Keeton, Kitsap County DCD  
Paul McMurray, Bainbridge Island Attorney  
Angie Silva, Kitsap County Comm. Office  
Bonnie Tufts, Kitsap County CDBG

Jacque Aufderheide, Kitsap County Pros.  
Eric Baker, Kitsap County Comm. Office  
Jim Bolger, Kitsap County DCD  
Chris Dunagan, *Kitsap Sun*  
David Foote, United Way of Kitsap County  
Mark Gulbranson, PSRC  
Michael Hodgins, Berk & Associates  
Tim Matthes, Kitsap Alliance of Prop. Owners  
Lori Oberlander, KCCHA  
Andrea Spencer, City of Bremerton DCD  
Geoff Wentlandt, City of Bremerton DCD