



# Kitsap Regional Coordinating Council

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City of Bremerton

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Kitsap County

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Commissioner Robert Gelder  
Kitsap County

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Council Member Linda Berry-Maraist \*  
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Council Chairman Jeremy Sullivan  
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Port Gamble S'Klallam Tribe\*\*

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Port of Bremerton

Captain Pete Dawson  
Tom Danaher, PAO \*  
Naval Base Kitsap\*\*

Mary McClure  
Executive Management  
McClure Consulting LLC

\* Alternate  
\*\* Ex Officio Member  
\*\*\* Associate Member

P.O. Box 1934  
Kingston, WA 98346  
360-377-4900 (voice)  
360-297-7762 (fax)  
www.KitsapRegionalCouncil.org

## Executive Board Meeting September 27, 2011 Meeting Summary

1. **Call to Order:** Chair Patty Lent called the Kitsap Regional Coordinating Council's Executive Board to order at 8:08 a.m. (*Attendance noted at end*)
2. **Citizen Comments: Six.**  
*Due to equipment malfunction there is no audio recording of this meeting. There is a BKAT recording, which can be obtained from BKAT staff (call: 360-308-0139 or email [Charleen.Burnette@ci.bremerton.wa.us](mailto:Charleen.Burnette@ci.bremerton.wa.us)) at a charge of \$35.84 per copy.*

*Don Willott, North Kitsap Trails Association: North Kitsap String of Pearls Trail Plan*

- North Kitsap Trails Association (NKTA) is a volunteer, non-profit organization working to plan, build and maintain land and water trails.
- The NKTA Trail Plan included extensive public outreach. The plan maps existing and potential trails, strategies for acquisition and more.
- After approval by the Kitsap County Planning Commission the plan will go to the Board of County Commissioners for action.
- The plan will be a key resource for KRCC in developing a multi-modal transportation plan and aligns with the KRCC's "Looking for Linkage" report.
- The plan is on the NKTA ([www.northkitsaptrails.org](http://www.northkitsaptrails.org)) & Kitsap County websites.

*Walt LeCouteur, Bremerton Rescue Mission: Veterans & Human Services Levy*

- I am in support of the Proposition One Levy, and believe that local control is the best method of doing anything.
- Local dollars are needed to replace federal and state funds lost due to the economic downturn.
- Our communities experience increased costs, such as medical and law enforcement, to support homeless populations.

*Corky Sullivan, Citizen: Veterans & Human Services Levy*

- I am a veteran and a Veterans Advisory Board member.
- The small amount that the Proposition One levy requests is imperative [to homeless and veteran population].
- All citizens need to work together.

*David Frederick, Coffee Oasis: CDBG & Low Income Housing Rec's for Funding*

- With your support, we will begin construction of the first teen shelter in Kitsap.
- We have seen need increase recently: 100 new youth per month are accessing our current services, including job training.

*Jon Rose, Olympic Property Group / Urban Land Institute: ULI Conference in Kitsap*

- The Northwest chapter of the Urban Land Institute (ULI) has been working since 1930 to educate about smart and compact urban growth.
- The first ULI conference to be held in Kitsap will be on January 31, 2012 and will include many local examples of smart growth.
- I hope that elected officials and their planning staff attend the event. Event organizers will ensure that homebuilders and private developers are in attendance.

*Major Jim Baker, Salvation Army: Veterans & Human Services Levy*

- I am speaking today on behalf of the Continuum of Care Coalition (CoCC)
- While people should be able to stay on their feet, that is not always the case. And while a hand-up is better than a hand-out, sometimes both are necessary.
- As available government resources have shrunk over recent years, we have seen an increase in homelessness. The \$1.35m that this levy would raise is much needed.
- We are a military community.

3. Consent Agenda:

- a. Approve Minutes of July 26, 2011 Meeting
- b. 2011 KRCC budget Amendment.

**Motion:** (Gelder) and second (Erickson) to approve the Consent Agenda, as presented.

*Motion carried unanimously.*

4. From the Executive Committee:

a. Draft Organizational Program

- i. Work Program
- ii. Budget
- iii. Member Agency Dues

*To view these documents, download the Board Meeting Packet from the Board Meeting materials page of the KRCC website: <http://www.KitsapRegionalCouncil.org>.*

KRCC Director Mary McClure noted that the final and revised 2012 work program, budget and member agency dues will be presented to the Board for action at the November 22 Board meeting. The 2012 budget will remain essentially the same as 2011. 2012 will see an increased number of Board meetings (9-10): While the schedule of reduced Board Meetings (every-other-month) has worked well this year, meeting agendas have been tightly packed, which has meant less time for Board discussion. An extra Board meeting will be added this November to accommodate CDBG / Low Income Housing Grant schedules.

The proposal from the Executive Committee will hold member agency dues at the same rate as 2011. The dues were reduced in 2009, 2010 and 2011, with a total decrease of  $\pm 20\%$ .

The current proposal for the Local Integrating Organization (LIO), which has been discussed throughout the year, does not house the program at KRCC. The proposal does use the KRCC Planning Directors Forum and the Public Works Group as opportunities for discussion, as with several other ongoing topics. Additionally, Mary McClure would participate in an advisory committee during the first year of the LIO. If the LIO was ultimately housed at KRCC it would have to be a self-funding program; there is a planning grant available for the first year of this program.

Coordination with the Visitors Convention Bureau (VCB) was also suggested, and will be discussed further by the Executive Committee.

b. Boeing 737 Assembly Plant

There is a state-wide initiative to attract the Boeing 737 Assembly Plant to Washington. The Port of Bremerton is one of the potential locations for the Plant. Local funds are being sought to contribute to the state-wide Marketing Analysis being put together. This is a private / public partnership, with several local private sector contributors to date, including potentially the Kitsap Economic Development Alliance (KEDA). The total cost for the study will be \$360,000, but \$600,000 is being

sought to cover costs for additional marketing and promotion. A breakdown of contributions throughout the State is available. One-time contributions from Kitsap County, the Cities and the Tribes are being solicited.

Tim Thomson from the Port of Bremerton, narrated a presentation that addresses the advantages of siting at the Port. (Download: [www.KitsapRegionalCouncil.org](http://www.KitsapRegionalCouncil.org)). The consultant that is preparing the Market Analysis – Accenture - will be visiting the Port on Tuesday, October 4, 2011, and will be hosting a series of interviews, asking questions and filling in information gaps. It is anticipated that the information gathered will be incorporated into the Market Analysis. Much infrastructure that would be necessary for the Plant already exists at the Port, including a runway and access to a deep-water port. While the main road access (SR3) is only two lanes near the Port, Port staff does not see this as a limiting factor as it is not uncommon for private businesses to contribute to road widening.

5. Work Program Report:

- a. CDBG & Low Income Housing Coordinated Grant Programs: Recommendations for Funding  
*Kirsten Jewell, Housing Grant Program Manager*, noted that in the Board Packet are recommendations for grant awards from the two Grant Recommendation Committees (GRCs) for the Coordinated Grant Program. The Capital GRC considered 26 applications for capital or operations & maintenance projects, with total requests of \$4.2M, and estimated funds available to award of \$2,294,357. The Public Service GRC considered 34 Public Service and two Economic Development applications, totaling about \$2M, with estimated funds available to award of \$861,091.

The GRCs had a particularly challenging job this year due to the large gap between the community needs reflected in the grant requests versus the funds available for awards. They carefully reviewed written applications, interviewed applicants, and thoroughly discussed each application to make these funding recommendations. A big thank you to both GRCs for a difficult job well done.

The packet information includes Overviews, which summarizes information about projects & programs funded from ALL funding sources, including City of Bremerton grant programs, to give you an idea of all the projects/programs recommended for funding. Also included are Summaries, which give more detailed information about the projects/programs.

The requested Board action today will start the 30-day public comment period. Written public comment may be submitted to the County CDBG office or the KRCC office. Comments received by October 25 will be included in the Board Packet. There will be a Public Hearing at the November 1<sup>st</sup> Executive Board Meeting, at which the Executive Board is anticipated to take action on these recommendations.

*Commissioner Gelder* asked: What about the HOME set-aside last year for Village Green?

*CDBG Program Manager Bonnie Tufts* answered: That set-aside is still in effect; the information in your packet just shows what the KRCC is considering for this cycle.

*Commissioner Zabinski* asked if there are any Economic Development projects?

*Bonnie Tufts* responded that there were two Economic Development applications. The Kitsap Economic Development Alliance was not recommended for funding; Washington CASH was recommended for funding. Details are in the Board packet.

*Commissioner Zabinski* asked if there were Economic Development Funds left over, and if so, what happens to them?

*Bonnie Tufts* responded that the Economic Development funds are part of the CDBG Capital pot. Funds not recommended for Economic Development projects were recommended for distribution to other Capital projects.

*Commissioner Gelder* commended the staff and volunteers for the first cycle of the Coordinated Grant Program, combining all of these different funding sources into one process.

*Kirsten Jewell* added that many thanks are due to the GRCs for their many hours of work to review, interview and develop the best recommendations possible.

**Motion:** (Gelder) and second (Colebank) to open the Public Comment Period.

*Motion carries unanimously.*

- b. Transportation: Countywide Transportation Plan: Phase I Assessment Mary McClure reported: Much time has been invested this year developing the structure and elements of this Plan in a way that puts as little burden on jurisdictional staff as possible. Kitsap Transit has contributed \$75,000, part of which is being used as local match for the \$125,000 Federal Transportation Grant which was awarded this July. The Phase I Assessment includes gathering information ~ other people's data and knowledge and existing corridor studies and plans. Once all of this information is gathered and analyzed, it will be shared with elected and appointed leadership throughout the County. The final part of Phase I will involve scoping Phase II. KRCC staff is currently working on the ILA with Kitsap Transit and developing a job description for a transportation planner. There is much excitement about integrating / addressing all transportation modes together. A project timeline and committee assignments will be presented at the next Board meeting.

*Mayor Erickson, City of Poulsbo:* This is the most important work piece this group can do in the next two years. This will position us well to seek out federal and state funding sources. I encourage everyone to be supportive of this work and make sure it can be completed as quickly as possible.

*Commissioner Zabinski, Port of Bremerton:* We need a clear vision of growth ~ both housing and industrial. We should also re-examine studies rather than creating a new one.

*Mary McClure:* This Phase 1 Assessment is designed to accomplish both of those points.

*Commissioner Garrido, Kitsap County:* Schools, Olympic College, the Navy, KEDA and the VCB should also be involved.

*Mary McClure* Yes. Reports, such as the *Workers Away* report for the KEDA, will be included. The competitive grant to coordinate with school districts and government jurisdictions to prioritize funding for safe walking and cycling routes around high-use schools was not awarded to KRCC, but work with stakeholders is still needed, and we hope to be able to do some of that critical work here.

*Mayor Lent, City of Bremerton:* This is an exciting project to undertake.

- c. Growth Management Planning: Revisions to the Countywide Planning Policies: Mary McClure reported:  
At the May 24, 2011 Board meeting the KRCC Board acted to forward revisions to the Countywide Planning Policies to Kitsap County for adoption and subsequent ratification by the Cities and Tribes. After that meeting, it became clear that an acceptable solution to Element B-6: Fully Contained Communities had not been found and that two Cities (the minimum requirement, alongside Kitsap County, for the CPP's to take effect), would not ratify the CPPs as written.

Further to discussion among the City Mayors, Mayor Lent attended the September 12, 2011 Board of County Commissioners public hearing with a letter requesting that Kitsap County substitute the alternate FCC language proposed earlier this year by the Planning Directors which would not prohibit FCCs but would put in place strong requirements for any future development of an FCC in Kitsap. This language change was supported by at least two of Kitsap's Cities.

The letter requested two more changes: (1) Note the Kitsap County SEPA review responsibility to Appendix A (CPP Adoption and Ratification Schedule), and (2) return the (Appendix B) population projection date to 2025. The request to revert back to 2025 recognizes that no work on the population projection has been done to date and that the 2025 date was originally extended to 2030 to comply with PSRC requirements. The suggestion to revert to 2025 is meant to clarify the population horizon as it may relate to the WA Growth Management Hearings Board remand decision and the extension of the WA State change in requirement for Comprehensive Plan updates from 2014 to 2016, and is in alignment with all other comments on population made at the Kitsap County public hearing.

*Mayor Erickson, City of Poulsbo:* The change to 2025 is helpful to the City of Poulsbo as it fits better with our internal planning. My understanding of the remand is that it is about density, not population.

The Board of County Commissioners is scheduled to take action on the CPPs on October 24, 2011. Once adopted, the Cities and Tribes have 90 days within which to ratify. Should the County adopt the Policies on October 24, it would be helpful to the process for Cities to ratify before December 15 ~ recognizing that new Council Members will be seated in January and that much additional time would be required to make new Council Members familiar with what they would be voting on. KRCC staff is available to provide any support needed by Cities and Tribes during the ratification process.

d. Local Integrating Organization

*Council Member Berry-Maraist (Kitsap representative to West Sound Watershed Council, & North Central Puget Sound (including Kitsap) representative to the Puget Sound Partnership's Ecosystem Coordination Board)* gave a brief summary of the work completed by the LIO Steering Committee to date in planning for a Local Integrating Organization (LIO) for the West Sound Watershed, which is unique in the Puget Sound Region in that it includes all the Cities of Kitsap and Gig Harbor. There is a \$75,000 grant which can be used to staff the LIO in a coordination capacity ~ the need is likely ½ to 2/3 FTE. The current proposal would house the LIO at the Hood Canal Coordinating Council. The LIO Steering Committee is looking for input to move forward.

Points of Discussion:

*Commissioner Zabinski, Port of Bremerton:* I am not prepared to vote on this issue now as I need more information.

*Commissioner Gelder, Kitsap County:* Other than Kitsap, none of the other Hood Canal Coordinating Council (HCCC) stakeholders are in the West Sound Watershed. I'm also concerned about "mission creep" should the LIO be housed at KRCC. Housing the LIO with the West Sound Watershed Council seems to be the most efficient solution, with fewer stumbling blocks than the other solutions.

*Council Member Berry-Maraist, City of Poulsbo:* Housing the LIO at KRCC would be "mission creep", which is why we are looking for a neutral alternative ~ such as HCCC. I think that housing the LIO with the West Sound Watershed Council would morph the organization a lot.

*Commissioner Garrido, Kitsap County:* I am a member of the South Sound Watershed Council, in which Kitsap has very little land. We have been meeting for 18 months and are developing a plan in a

similar manner. I would advise that you take time to evaluate how to make use of existing data. It doesn't need to be as cumbersome as other LIOs.

6. Member Agency Comments: Five.

*Mayor Lent, City of Bremerton:* I would like to welcome John Powers, as Executive Director of KEDA. *John Powers, KEDA:* In regard to the Washington Aerospace Coalition, things seem to be underway for Kitsap. On November 3, the KEDA is hosting "Decision Makers 2", which will focus on the regional economy. No matter where in Washington the Boeing Plant is located, there will be benefit to Kitsap.

*Commissioner Gelder, Kitsap County:* Thanks to the Kingston Port Commissioners for their work on the Kingston to Seattle passenger only ferry ~ the SoundRunner. This is of value to the entire county and beyond and hope that people will support the project.

*Mayor Lent, City of Bremerton:* It is now possible to use the Orca Card on the SoundRunner.

*Commissioner Garrido, Kitsap County:* I have now had two Connecting Washington Task Force meetings. There will be three more. At the last meeting we talked about investment principles. There is currently no comparable measure of different modes. I encourage everyone to take a look at this information (Review the handout at: [www.KitsapRegionalCouncil.org](http://www.KitsapRegionalCouncil.org)) or visit the [Connecting Washington Task Force website \(http://www.governor.wa.gov/priorities/transportation/connectwa.asp.\)](http://www.governor.wa.gov/priorities/transportation/connectwa.asp)

*Council Member Berry-Maraist:* Thank you to KRCC staff and the KRCC Board. Last year, KRCC completed the *Looking for Linkage* report, which included a huge amount of work, which was useful to the NKTA in developing the Trail Plan. As everyone continues to struggle financially, the plan focused on prioritizing routes for non-motorized facilities. We hope that the Kitsap County non-motorized plan takes that approach too.

*Kirsten Jewell, Housing Grant Program Manager,* noted that only one Letter of Intent was received in response to the RFP for the Kitsap Coordinated Entry Program. Therefore we will be moving forward with a sole source contract process with Kitsap Community Resources (KCR). The Housing Advisory Team and the Housing Funders Leadership Group will meet in October to review the proposal from KCR. We anticipate bringing a request for final approval to the Executive Board at the November 1 meeting.

7. Citizen Comments: Two.

*Don Willott, NKTA:* Council Member Linda Berry-Maraist was chair of the NKTA trail plan committee and was deeply involved.

*Pete DeBoer, Port of Kingston:* Thanks to Commissioner Gelder for his work with the Orca Card Board. We appreciate the support of KRCC and of Commissioner Gelder.

8. Adjourn: 10:05 a.m.

**Meeting Participants:**

Linda Berry-Maraist, City of Poulsbo  
Lary Coppola, City of Port Orchard  
Becky Erickson, City of Poulsbo  
Charlotte Garrido, Kitsap County  
Kirsten Hytopoulos, City of Bainbridge Island \*  
Will Maupin, City of Bremerton  
Greg Wheeler, City of Bremerton \*

Jim Colebank, City of Port Orchard \*  
Tom Danaher, Naval Base Kitsap \*  
Leonard Forsman, Suquamish Tribe  
Robert Gelder, Kitsap County  
Patty Lent, City of Bremerton  
Dianne Robinson, City of Bremerton  
Roger Zabinski, Port of Bremerton \*

\* Alternate  
\*\* Non-Voting

**Executive Management** by McClure Consulting LLC:

Mary McClure, Executive Manager  
Kirsten Jewell, Project Coordination

Vicky Clarke, Project Coordination  
Myrna Knode, Executive Assistant

**Board Members Not in Attendance:**

Kelly Baze, Port Gamble S'Klallam Tribe \*  
Josh Brown, Kitsap County  
Hilary Franz, City of Bainbridge Island  
Carolyn Powers, City of Port Orchard  
Jeromy Sullivan, Port Gamble S'Klallam Tribe

Kim Brackett, City of Bainbridge Island  
Pete Dawson, Naval Base Kitsap \*\*  
Bill Mahan, Port of Bremerton  
Rob Purser, Suquamish Tribe \*

**Others in Attendance:**

Jim Baker, The Salvation Army  
Darlene Cook, KCR  
Chris Dunagen, Kitsap Sun  
Dave Frederick, Coffee Oasis  
Linda Joyce, YWCA of Kitsap  
Stephen Kiehl, PSRC  
Robin Mayhew, PSRC  
Sally Santana, Citizen  
Corky Sullivan, Veterans & Human Services Levy  
Bonnie Tufts, Kitsap County CDBG

Kathy Cocus, KEDA  
Pete DeBoer, Port of Kingston  
Larry Eyer, KCR  
Mark Gulbranson, PSRC  
Beverly Kinkaid, Sound Grants  
Walt LeCouteur, Bremerton Rescue Mission  
John Powers, KEDA  
Ed Stern, City of Poulsbo  
Tim Thomson, Port of Bremerton  
Don Willott, Bainbridge Island Non-Motorized Committee