

DRAFT

**Manchester Citizens Advisory Council
January 04, 2011 – Manchester Water District Office, Spring Street**

Present

Bud Larsen, Crime Prevention and Public Safety Group
Jim Derry, Manchester Community Council
Bob Cairns, Business Community
Carole Leininger, Chair, Alaska Neighborhood
Carol Malmquist, Northern Neighborhood
Katrina Knutson, Senior Planner, KCDCD
Mary-Cathern Edwards, Secretary
Carrilu Thompson, Manchester Community Association
Eric Cisney, Friends of the Manchester Library
Ann Giantvalley, Manchester Elementary School

Excused

Gordon Payseno, Member A Large
Nannette Huber, Member At Large
Tom Saunders, Co-Chair and South Kitsap Kiwanis Club

Absent

Kevin Archuleta, Nebraska Neighborhood

Meeting called to order 6:35 PM

Minutes of December 02 2010 were approved

Committee Reports

Crime Prevention/Public Safety- Bud Larsen, reporting
The Group met with South Kitsap Fire District Chief Wayne Senter in December, 2010 to discuss the proposed SK Fire District merger with the City of Bremerton Department. Member Paul Gilligan, on behalf of the Group, forwarded the following memo to SK Fire District Commissioner Jerry Preuss for comment. It is hoped the memo would be discussed at the Friday, January 7th meeting of the SK Fire District Commissioners and the City of Bremerton City Council:

December 26, 2010

Issues Current with SKFD/Bremerton Proposed Merger

1. Rocky Point, a small community extending into the southwest region of Dyes Inlet is in the SKFRD. It is distant and somewhat isolated from SKFRD. It is in the SKFRD because in a past action, Rocky Point residents petitioned to join the district because they apparently did not want service from Bremerton. Today, Bremerton serves them and SKFRD reimburses Bremerton for providing the service. This arrangement should be changed to place Rocky Point under direct service from Bremerton.

MCAC Jan 04 2011

Mary-Cathern Edwards, Secretary

2. Navy Yard City is under the same arrangement as Rocky Point. This should be changed as well.
3. A development at the intersection of Highway 3 and the intersection of the road serving Port Orchard is in the City of Bremerton. But, given the close proximity to Port Orchard, it is served by SKFRD. This arrangement is similar to Rocky Point with the exception that Bremerton does not reimburse SKFRD for the service. This development should be placed under direct service from SKFRD.
4. The Port of Bremerton's industrial park and airport is within the Bremerton service area, yet SKFRD station is located right next to the eastern boundary of the Port. So, the SKFRD is positioned for a better response times than Bremerton for Port emergencies. The service for the Port should be transferred from Bremerton to SKFRD.
5. Interlocal service agreements between the various fire and rescue service areas currently provide for additional aid at any location when it is needed. This provision makes a merger between SKFRD and Bremerton unnecessary.
6. Gorst is a natural barrier between Bremerton and SKFRD, and a merging of the two fire and rescue service areas would not change this fact. So, each of the two districts would need the same independent service capabilities in order to respond in each region to emergencies. This is especially true when stormy weather and traffic accidents totally block access between the two service areas. Thus, there is no efficiency in needed equipment or operational response by merging the service areas. In fact there will be additional need for housing and communication systems in order to merge the two services into one functional unit.
7. The SKFRD is one of only 6 fire district certified in the state. Bremerton is not certified. This leads to questions about Bremerton's training, equipment and management capabilities when compared with SKFRD. Also, SKFRD has been passing levies to provide the needed funding to add crew, train crew and obtain the latest in equipment, in contrast to Bremerton reducing funding for their fire department. Bremerton City Council has reduced funding; 2009 = \$400,000, 2010 = \$350,000, and 2011 = \$400,000, or a total of \$1,150,000 in the last 3 years.
8. There is an appearance of bias for merger on the planning committee. Two of the SKFRD commissioners appointed to the committee have close ties to Bremerton; Darla Hartley lives in the Rocky Point neighborhood, and Paul Golnik recently retired as a captain for the Bremerton Fire Department. The planning committee, which is responsible for a merger recommendation, also contains 3 members from the Bremerton City Council. Dusty Wiley, a resident of Manchester, who has voiced opposition to the merger, has not been appointed to the planning committee. Jerry Preuss, the other member from Manchester, has voiced preference for merger, and he has been appointed to the committee.
9. Chief Senter from SKFRD has a credibility problem because he has already been chosen as Chief for the combined fire and rescue service. The present chief for the Bremerton Department plans to retire soon.
10. The location for the new headquarters has apparently not been chosen yet. It is known that neither one of the existing headquarters buildings are big enough to house the combined headquarter personnel. It is assumed that a new headquarters will be needed, complete with state-of-the-art communication equipment, and this has not been included in the planning or cost evaluation documents at this time.

11. The main motivation for a merger, as presented by Chief Senter, is efficiency of cost and response times. The projected savings identified awhile back by a consultant is approximately \$1,000,000 over 3 years, or \$330,000 per year for the two service areas. The annual budgets are \$12,000,000 for SKFRD and \$8,000,000 for Bremerton. So, the projected saving are approximately 1.5%. This is a very small savings, and cannot be counted on to actually be a savings at all since it is a projection, and a much change has to take place before the two district can merge and be one functional unit. This reason should be taken out of the discussion for lack of its credibility.
12. There is a significant problem with designing an equitable, common funding mechanism for the merged service area because of the difference in governance for the two regions. SKFRD receives their funding from property taxes, and the City's department receives theirs from the City Councils general fund. There are apparent plans for eventual separation of some degree from the Bremerton City Council but no plans for complete separation. Thus, future funding for Bremerton's portion will remain under control of their City Council, in effect; it is very likely that the entire merged service will actually be under the control of the City Council, leaving SKFRD residents with the loss of control of their service district. It is already known that the assessed valuation of Bremerton cannot support their portion of the merged service area, to the SKFRD standard, without additional funding from the City Council. In addition, there are two unions involved with different contracts, which is a significant problem to work out to an equitable solution.

The Group discussed a potential problem with the observation of multiple commercial vehicles parked at businesses in residential areas. Bud asked for guidance from the MCAC. The discussion concluded that this may be an issue within DCD authority, i.e. a permit situation.

The portable speed monitoring sign is in place again (north) on Colchester, at the bottom of the hill.

Friends of the Manchester Library, Eric Cisney, reporting
Due to the November flood damage, the entire carpet must be replaced. While the walls are open to replace the lower 2 feet of drywall, reconfigurations to the restrooms is being considered. A 're-opening' date has not yet been determined.
Ann Giantvalley indicated Manchester Elementary music students indicated they would like to perform for the re-opening.

Manchester Historical Society Mary-Cathern Edwards: No report

Kiwanis No report
The MCAC has been saddened by the loss of our neighbor, Chris Casad. Chris has been a good friend to the Manchester Community.

Business Rep, Bob Cairns: No report

Manchester Elementary School, Ann Giantvalley, reporting

MCAC Jan 04 2011
Mary-Cathern Edwards, Secretary

MES was the venue for the Friends of the Library fund raiser in December. Musicians entertained with Christmas selections. 50 + people were in attendance...and a great time was had by all. Thank you Manchester Elementary!

Storm Water Subcommittee, Jim Derry, reporting:

The storm water subcommittee is working with staff of Kitsap County to address pollution, erosion and flooding within Manchester. The project is envisioned to span three years. Stage 1 is to replace the existing, substandard outflow pipe immediately south of the Manchester dock. Stage 2 is to build an underground sand bio-filtration system immediately upstream of the outflow pipe. Stage 3 is to create a pocket park above the filtration system which will serve as a community square. This park/square will be devoted to education of residents and community celebrations. It is envisioned to have permeable surface, a demonstration rain garden, a covered pavilion for small outdoor events, space for master gardeners to demonstrate native plants and more parking along the boundaries.

Immediate goals of the subcommittee for the coming year will be to cooperate with County staff to facilitate Stage 1, to coordinate with other local groups to sponsor a dialogue with residents on the project, to meet with other community groups who have successfully obtained grants, to develop a list of private foundations who give grants for storm water management and education programs, and to write a proposal for funding.

The next meeting of the Storm water Sub Committee is scheduled for Wednesday, January 19, at 6:30 at the home of Jim Derry.

Old Business:

Neighborhood Representatives: The MCAC is in need of representatives for the following areas and neighborhoods: Colchester, Nebraska, California and the Port Advisory Committee. Due to time constraints, the discussion was tabled until the February meeting.

New Business

2010 Accomplishments and 2011 Work Plan-

The Group reviewed the DRAFT 2010 Accomplishments and 2011 Work Plan, made a few revisions and the following is the final 2011 Work Plan. (This will also be included as an attachment to these Minutes)

**Manchester Citizen's Advisory Council
2010 Accomplishments
2011 Work Plan**

Mission Statement

The mission of the Manchester Citizen Advisory Council (MCAC) is to: Actively facilitate communication within the Manchester community.

MCAC Jan 04 2011

Mary-Cathern Edwards, Secretary

Mutually develop and promote a sense of community vision and pride.
Communicate to Kitsap County and other government entities the desires and concerns of the Manchester community.
Bring issues and projects of the County to the Manchester Community.
Provide a means for receiving and conveying to the County the community's responses.

Accomplishments for 2010

Issue- Community Identity

OBJECTIVE: Citizens located within the Manchester Village will realize they live in Manchester and take a more active role in their community

-Goal 2: Provide community handout to every residence within the Manchester Village - **ongoing**

– Goal 3: “Establish signage at all major entrances to the Manchester Village” – **DONE** - Signage posted at Colchester and SR 166.

Issue- Transportation

OBJECTIVE: Ensure transportation issues within the Manchester Village are addressed in a timely manner.

- Goal 1- Track transportation improvement projects within the community – **DONE**- through county reports available on-line and directly transmitted to those who signed up. Also reported at MCAC meetings. **April 2010, November 2010**
- Goal 2 – Establish and maintain weekly communications with the Public Works Roads Division concerning Manchester Village transportation projects. **DONE** - through county reports available on-line and directly transmitted to those who signed up. Also reported at MCAC meetings.

Issue: Parking

OBJECTIVE: Ensure the focus on parking in the Manchester Village Commercial District is given a high priority

-Goal 1 – Monitor all developments within the Manchester Commercial District to ensure adequate parking is provided – **ongoing**
Port has completed updated parking.

Issue: Safety

OBJECTIVE: Provide the highest possible level of safety throughout the Manchester Village

-Goal 1 – Coordinate the quarterly use of a portable speed indicator for various roads within the Manchester Village - **DONE**

-Goal 2 – Ensure adequate safety signs are maintained within the Manchester Village – **Ongoing**

Issue: Environmental/Natural Systems

OBJECTIVE: Ensure Environments and Natural Systems issues within the Manchester Village are addressed in a timely manner.

-Goal 1: -Arrange for a fish count along the Manchester shoreline and publicize the event – **Done - February**

-Goal 2 – Co-Sponsor with the MCC a speaker to address issues related to the care and maintenance of septic systems – **DONE January 2010**

-Goal 3 - Co-sponsor with the MCC a program/workshop centered on native plants – **DONE March 2010**

Proposed Goals/Objectives or Plans for 2011

Issue- Community Identity

OBJECTIVE: Citizens located within the Manchester Village will realize they live in Manchester and take a more active role in their community

_Goal 1- Establish rural mail delivery within the Manchester Village boundary, using Manchester Addresses.

-Goal 2: Provide community handout to every residence within the Manchester Village **-ongoing**

- Goal 3: “Establish signage at all major entrances to the Manchester Village” – Get signage for other entrances to Manchester

Issue: Zoning

OBJECTIVE: Ensure Zoning and Land use issues within the Manchester Village are addressed in a timely manner

-Goal 1- address legacy lots as defined in Manchester 2007 Plan

-Goal 2 – Address storm water outfall plans in initial planning stages for both residential and commercial developments – **NOTE: currently being addressed.**

MCAC Jan 04 2011

Mary-Cathern Edwards, Secretary

- Goal 3 – Revisit “clustered” development guidelines, checking for building density in all zones areas.
- Goal 4 –Examine cutoff protocol for grand-fathered properties
- Goal 5- Establish protocol for determining “midpoint” on a property
- Goal 6 – Determine need for design standards for residential areas
- Goal 7 – Review Design Standards for the Commercial District
- Goal 8 – Conduct a survey at 3 times during the year of the actual use and impact of public facilities
- Goal 9 – change language in plan to reflect the original language of “0 (zero) minimum residences in a commercial zone.

Issue: Parking

OBJECTIVE: Ensure the focus on parking in the Manchester Village Commercial District is given a high priority

- Goal 2 – Conduct a parking analysis to determine additional needs and possible location after the new Port parking is finished.

Issue: Environmental/Natural Systems

OBJECTIVE: Ensure Environments and Natural Systems issues within the Manchester Village are addressed in a timely manner.

- Goal 2 -Encourage community participation with the WSU Beach Watchers program (et al).

Issue: Infrastructure

OBJECTIVE: Ensure the Manchester Village has the highest level of support possible to maintain and improve public infrastructure

- Goal 1- Complete the storm water outfall project on Main Street – **ongoing**
- Goal 2 – Ensure the completion of the Comprehensive Sewer Plan by Public Works: revisit ULID #9.
- Goal 3 – Collect information from other communities about obtaining grants/funding
- Goal 4 – Develop a list of funding sources
- Goal 5 – Coordinate with county on public participation on proposed outflow and biofiltration systems
- Goal 6- Solicit designs for “town center”.

The next scheduled meeting is February 1, 2011 -- 6:30 PM. The location will be announced at a later date.

The Meeting was adjourned at 8:30 PM.

MINUTES APPROVED:

(Chairperson's signature)

(Date)