

**SUQUAMISH CITIZEN ADVISORY COMMITTEE
MEETING MINUTES**

**February 3, 2011 — 6:30-8:30 p.m.
Suquamish Elementary School Library**

BOARD MEMBERS:

Members Present: Louise Barbee, Tom Curley, Ora Franke, Larry Goodwin, Jim Holmes, Janet Larson, Kevin McDonald, Gail Petranek, Sandra Senter,

Members Absent: Bruce Goodrich, Megan Hale

Quorum Yes

Others Present: Heather Adams (Kitsap County DCD), Tina Nelson (Kitsap County DCD), Chris May (Kitsap County DCD), Tom Powers (Cencom), Diane Mark (Kitsap County Director of GIS), Liz Rambus (UW Graduate Student)

PROCEEDINGS

Opening:

Jim Holmes, Chairperson, called the meeting to order at 6:30 pm.

Public Comment:

- None

Opening continued:

- News items:

Communications:

- None

Business:

1. **Minutes** – The January 2011 minutes were approved.
2. **Address Correction Project** - Diane Mark, Kitsap County GIS Manager
 - Readdressing is to ensure house numbers are consistent on each side of the street and making sure the numbers in that block represent the address range. The uniqueness is very important on a dispatch basis so emergency services can locate you as quickly and easily possible.
 - The priority address changes will be made on those house numbers out of sequence and secondary changes will be made to those with a duplicate street name. It is very important to the Address Correction Team for the public to understand that the Team knows there is an impact to this process & they are striving to do it in a way they don't need to come back and do it again in a couple years.
 - Tom Powers has been the Address Coordinator at CenCom for the past 5 years. He is working as address coordinator to clean up bad addresses in county and represents the public safety aspect. The safety portion of the readdressing project is an 18 month project specifically funded to readdress certain areas in

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the county is to help the emergency services easily locate Kitsap County residents in time of distress. Tom's crew took their time setting up the readdressing process so it would be a smoother change and less disruption to residents.

- There are many roads with duplicate names or one road with two names which can be difficult for emergency services locating the correct property. It is Tom's goal to create an emergency system that will recognize only one road name.
- Diane Mark – GIS Manager – has staff members working on this project & looking closely at this project with the census bureau & elections department so they understand what precincts the voter lives in and they receive the appropriate ballot. Time line with this project is to have addressing corrected so when redistricting comes around in a couple years the information will be there. She passed out a map of the county with hotspots indicating the least to most problematic addressing areas.
- Kevin asked if there was a limited budget associated with the timeline of 18 months. They are 4 months into the project and have 1 person working on it full time. Larry asked how we are going to be notified if our address will be changed. The county will notify residents by mail.
- Go to the county website dedicated to this project for more information or contact the department if you have a specific question. Help@kitsap1.com will route questions to right person.

3. Division Street Update – Tina Nelson

- Water main begins on Tuesday, February 8. Pape and Sons out of Gig Harbor won the bid for the water main work.
- Beginning on East side of Division Pape and Son's will dig a 3-4 feet deep ditch between Geneva and Suquamish Way then following Suquamish Way to Augusta. This project should be completed in 45 days – April completion
- At this time there are no plans to re-route Kitsap transit. There might be slow-downs when they're working on Suquamish Way. Tina will talk to Doug regarding the interest moving the bus shelters to make them more accessible for commuters.
- Public Works hopes to be out to bid for the Division Street improvements and sidewalks in April and begin construction late May or early June. That construction will last through the end of the year. As soon as the contractor has been chosen to do the work a public meeting will be held for residents to learn more about the project and meet the construction company.
- Public Works is very impressed and appreciates the dedicated efforts of Kitsap

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PUD's cooperation with PW on this project.

- Kevin – Asked about the size of the water main pipe. The new water mains will be buried in the existing ditch about 6-7' deep with 30" pipe. At the landing/boat ramp the existing pipe is 36" and a monitor will be located at the bottom of boat ramp to monitor levels.
- No news from Embarq regarding the possibility of moving the telephone lines from the West side of the street to the East. There is a utility meeting sometime this month and DCD should have a better idea of Embarq's plan to possibly move telephone lines after the meeting.
- Mike Flaherty – (360) 626-7725 for questions during construction or issues. PW will have inspector out on regular intervals. A few power outages will occur during construction and notifications will be posted on door hangers. The longest power outage is expected to be 8 hours in a day.

4. Neighborhood Improvements – Tina Nelson

- Letters have been sent out indicating brush trimming on the right-of-way areas at the intersection of Brockton & Columbia to improve the sight distance.
- Two overlay projects will occur this summer. An approximate 1" thick overlay will go down on Totten Rd. from 305 to Suquamish Way and on Harris Street from Angelina to James Street.
- Tom asked about the possibility of using chip seal instead of general blacktop. The decision is not really in Tina's court. She talked to her boss who's also talking to the Division of Ecology before making a decision. The big question is how the chip seal will really work and the fact that it does need a good support system underneath it.
- An impervious surface is another option but the maintenance crews are not too keen on it. Because it's maintenance heavy and not the best surface for bicycles. The smaller wheels on the bicycles tend to have a difficult time staying steady.
- Rural county exemption states storm water drainage will not have to be done. Commissioner Bauer states there's no reason why we can't do paving properly and not short change one to do the other project.
- The Department of Ecology will be working on Hansville Road for bike lanes and DCD is trying to work with them to do project
- Stop sign at Center & Brockton possibility. There are no stop signs on Brockton all on cross streets except for Center Street. Public has requested a stop sign at Center to make it a 4-way stop to help slow traffic down because of speeding issues. If one street holds the same importance as the other typically you leave it

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alone. If there is a sight distance issue a stop sign can be installed. Tina will ask traffic.

5. Code Enforcement Title – Revision of DCD Presentation

- Heather – Code Enforcement sent a draft ordinance to explain upcoming changes. Code Enforcement is asking for feedback from the SCAC to help our community come into compliance.
- The consequences of an offender of these codes:
 1. Receive a notice with a time frame to clean up
 2. If they fail to comply the county will ticket the offender
 3. Fail to comply the offender will be taken to district court.
- The problem with taking these hearings to District Court is the Judges aren't always familiar with the codes. The proposal in the proposed title is to have a Hearing Examiner hear the case rather than a district court judge. Hear Examiners are more knowledgeable of county code.
- The County's goal is to work more with the offenders. 90% of those contacted to comply actually follow rules.
- The penalty for citation can be about \$3,000-\$4,000, if difficult fine will double. If extremely difficult fine could be \$500/day. Properties with 6 abandoned vehicles or more will be the main focus because of health/safety issues. There are only 2 code enforcement employees for the whole county so those problems without a high level of health and safety issues will be examined on a as needed basis.
- The county is trying to focus & rely on neighborly efforts to keep the community clean. SCAC members were asked to review the revised title and e-mail our questions to Jim Holmes and he will forward them on to Linda at the county.
- When submitting complaints please include the safety concern and photos. Especially if it pertains to cars along safe routes to school. There are only 1-2 instances where there are more than 6 cars on the safe routes to school. Besides abandoned vehicles, old tires are a safety issue. They harbor water for mosquito habitats and mold along with a place for a young child to fall into and be injured.
- Accessory Dwelling Units are a larger issue in our neighborhood. Heather & her colleagues will be working on revising title 17. Heather will keep us in contact & accept our suggestions. Technical Committee will be created & heather to

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suggest one of our members sits in on the meetings.

- Comments about code enforcement are needed by February 15th. Board of County Commissioners will review and approve new Code Enforcement Title.

6. Standing Committees reports & assignments

- **Trails/safe routs to school:** The proposed community map is in the hands of a graphic designer. The committee will meet again on February 22 to review a first draft.
- **Facebook:** Jan – Facebook is up and running. Louise/Sandy provided a few photos. It is ready to send out invitations to people or people can search for Suquamish Now. Sandy will send e-mail to the SuquamishNow e-mail list telling them we are now on Facebook.
- Gail pulled our facebook page up on the computer and projector so we all could see the latest additions. Gail to add Community Dinner menu.
- **SuquamishNow Website:** Sandy continues to have issues with website. It will not let her log-into Google analytics. She spoke with Loren, the web master at the county and he suggests they abandon the Google template. Telebyte in Silverdale was consulted and they suggested Nvu as a user-friendly template for creating a new webpage. Sandy researched YouTube and found about 30 tutorials on creating websites with Nvu.
- Intuit – webhosting site charge \$5.00 month. Sandy suggests finding someone else with more knowledge about computers and web design to be more involved in designing this webpage as she does not have the expertise. Heather suggested asking Loren to possibly offer his technical knowledge and to be our technical support. Jim Holmes offered his services to learn/how to work with a new webpage. Suquamish Now domain name comes up for renewal in June. The renewal fee is \$80.00. Jim can get suquamishnow.com\for \$5 with Hostica.
- Louise asked Gail if there possibly is an Eagle Scout might be interested in helping/doing website for us as a community project.
- Sandy is working with the Indigenous Foods Coalition and will be assisting with designing focus groups to get input from tribal members on healthy eating and active living in our community.

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- **Senior Services** - Every 4 years the county does surveys to re-evaluate our long-term care. Jan told them she wanted the SCAC to be involved. She is unsure when the survey will come out – possibly sometime this year. The survey is generally administered at events.
- Sandy is working with the Indigenous Foods Coalition and running focus groups to determine priorities are for each community members are on health eating.
- **Senior Services** – every 4 years the county does surveys to re-evaluate our long-term care. Jan told them she wanted the SCAC to be involved. She is unsure when the survey will come out possibly sometime this year. The surveys generally done at events.
- Jan and Sandy are trying to contact Steve Weaver to confirm which tribal human services are available to the non-tribal community so we can develop a plan to make people aware of services.
- Liz Rambus was visiting from Seattle. She is a UW graduate student working with Barbara Hoffman & Fran Miller in the Community Health Nursing program. She is just trying to learn more about the community and how things work in our area.
- Jan and Sandy are trying to contact Steve Weaver to confirm which tribal human services are available to the non-tribal community so we can develop a plan to make people aware of services.

Other Business:

- None

Public Comment:

- None

Action Items:

- Committee members to review and submit comments on DCD's revision of Code Enforcement Title.
- Trails & Save Routes To Schools committee will meet on February 22, 2011
- Sandy to send Suquamish Now Facebook invitations to the SuquamishNow website e-mail list.
- Research to be continued on placing a bulletin board kiosk in downtown

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- Jan and Sandy to contact Steve Weaver to obtain more information on the tribal human services available to the Suquamish community.
- Free Suquamish Community Dinner menu and schedule to be posted on Facebook.

Meeting adjourned at: 8:38 PM

The next meeting will be March 3, 2011 at 6:30 pm at Suquamish Elementary School Library

MINUTES SUBMITTED BY RECORDER, ORA FRANKE

MINUTES APPROVED:

(Chairperson's signature)

(Date)