



## KINGSTON CITIZENS ADVISORY COUNCIL 2019 WORK PLAN

**Meeting Days, Time and Location: 2<sup>nd</sup> Wednesday of the month, 6:30-8:00 p.m., Village Green Community Center**  
**Advisory Group 2019 Co-Chairs: Beth Berglund & Annie Perry**  
**Advisory Group Staff: Jennifer Haro**

**Advisory Group Purpose/Mission Statement:** The Kingston Citizens Advisory Council provides a discussion forum for community interests and issues. The Council enhances communication between Kingston-area residents and Kitsap County government, and coordinates efforts of the many council and community residents working to improve the Kingston community. KCAC members represent Kingston's broad interests, and work together to proactively address community interests and concerns.

2019 Goal	Status/Timing	Coordination (Committee or Individual) / Details
<b>TIER 1: HIGH PRIORITY</b>		
Initiate Community Emergency Preparation Plan- First Step	September 2019	Community Services Organize a Community Presentation by Scott James author of <u>Prepared Neighborhood</u> as a first step toward developing a comprehensive Community Emergency Preparation Program.
Support possible Community Conversation if organized by local organizations.	Pending/Spring 2019	Community Services Previously initiated by Kingston Cares & Village Green Foundation. Under discussion as to having a conversation event in 2019.
Continue facilitation of printing and distribution of Sally's Resource Guide	Ongoing Twice a year	Community Services A number of community locations have been identified and agreed to make available Sally's Resource Guide if provided. Committee members print, laminate and distribute these guides.
Work with a variety of local and county groups to address the need for affordable housing in Kingston	Ongoing	Community Services <ul style="list-style-type: none"> <li>- Research actions that may be taken including a housing levy.</li> <li>- Meet with Housing Kitsap to learn about what is already underway.</li> <li>-Survey public in January 2019 to determine needs and most effective approaches to deal with housing shortages.</li> <li>-Future steps will be based on survey results.</li> </ul>
Insure perpetuation of Monthly Community Meals	By May 2019	Community Services The Community Meals program needs a person to be the overall coordinator and established procedures to insure continuity. Hosting organizations would benefit from consistent established contacts and practices.
Decide whether or not to host a Discover Kingston Open House in 2019. Leverage	Jan-Mar	Open House Committee

other Kingston organization's social media accounts to share info.		- Partner with Communications Committee about strengthening social media presence
Increase resident participation in KCAC Discover Kingston open house.	July	Open House - Explore new ways to market event besides Facebook - Files from 2017 and 2018 events are available to Mary, Linda, Gale, and Beth and are on a Google Drive at <a href="https://drive.google.com/open?id=0B6xyS57cosXEM05kaDNqN0FXd2s">https://drive.google.com/open?id=0B6xyS57cosXEM05kaDNqN0FXd2s</a>
Continue expanding meeting & presentation announcements through social media and working through other key community networks.	Ongoing	Communications
Schedule and confirm bi-monthly meeting presentations	Ongoing	Communications - Confirm two months in advance, begin publicity three weeks in advance - Create flyers if needed. Submit to newspaper online calendars. Create social media post to share.
Work with Open House Committee and other committees to publicize their public activities (parks and trail work parties, etc)	Fall	Communications - Help publicize call for participants and event, create flyer and advertising campaign
Share community news of note with council	Ongoing	Communications - Distribute through KCAC chair
Track, review and prepare comments for council consideration and submittal on Comprehensive Plan amendments related to Kingston.	As Needed	Environment & Land-Use
Track permit submittals in greater Kingston area and report to council any of significance.	Ongoing	Environment & Land-Use
Track other agencies planning Kingston projects.	Ongoing	Environment & Land-Use
Track transportation agency planning and projects in Kingston area.	Ongoing	Transportation - Join other transportation advisory groups or public meetings and share info. with council - Sign-up for notifications from WSDOT, Kitsap Transit, Public Works Road report and share any announcements with council of significance
Prepare responses to local transportation planning and projects as needed for council review and approval	Ongoing	Transportation - May also include letters of support/against local projects

Review and propose submittals for county Transportation Improvement Program list annually	Spring	Transportation - Submit proposed list to council for review and approval - Submit proposed projects to county through TIP process
Review and track progress of implementation projects for Kingston Complete Streets	Ongoing	Transportation - Arrange for Public Works staff to notify council of project planning
Review and track progress of Washington Blvd and adjacent Port improvements	Ongoing	Transportation
Continue sending representative to Commissioner Gelder's Hwy 104 working group	Ongoing	Transportation - Report on meeting, current work and updates on legislative funding provided for 104 solutions - Report on traffic-calming solutions proposed
Track and report to council on status of passenger-only ferry service and identify related issues	Ongoing	Transportation - Attend related public meetings, report back to council - Downtown parking – county, port, community options and improvements
Schedule, maintain and distribute work party lists	Ongoing	Parks, Trails & Open Space - Update committee list and points of contact (Feb.) - Coordinate with Communications Committee for help in publicizing.
Review and prepare comments for council approval to Kitsap County Parks Dept. on its Parks and Open Space Plan update	January 18	Parks, Trails & Open Space
<b>TIER 2: MODERATE PRIORITY</b>		
Track proposed stormwater management projects and root causes in Kingston with county and port, and Clean Water Kitsap.	Ongoing	Environment & Land-Use
Assess and maintain list of shovel-ready projects for volunteer groups and Eagle Scouts	Ongoing	Parks, Trails & Open Space
Maintain list of certified equipment operators for trail maintenance	Ongoing	Parks, Trails & Open Space
Promote fitness and accessible trails	Ongoing	Parks, Trails & Open Space - Work with county parks dept., Village Green and MPD to develop and expand parks and trails to encourage physical activity
Increase awareness of local trail system, connector routes to regional trails.	Ongoing	Parks, Trails & Open Space - Update and distribute community trail plan and maps.
Schedule walk and bike tours of local parks	Spring	Parks, Trails & Open Space - Work with Stillwaters and Communications Committee to schedule & publicize

Incorporate new bike and pedestrian design standards into Kingston Trail plan	Ongoing	Parks, Trails & Open Space
Explore funding for development and maintenance of local parks and trails.	Ongoing	Parks, Trails & Open Space - Review parks dept. budget and submit requests for local projects
Maintain liaison with North Kitsap (Dist 1) reps on the county Parks advisory board and Non-Motorized Facility CAC.	Ongoing	Parks, Trails & Open Space - Review board agendas for items of significance in NK - Invite board members to KPTOS meetings
Coordinate with local youth and adult sports groups on needs and use	Ongoing	Parks, Trails & Open Space - Gather data on facilities use, maintenance-related costs - Help create stewardship groups to maintain local fields
<b>TIER 3: LOW PRIORITY</b>		
Subscribe to and track announcements, training and outreach opportunities	Ongoing	Environment & Land-Use Committee - Clean Water Kitsap, Dept. of Community Development, Public Works, Solid Waste, WSU Stream Stewards