

## LEAD ENTITY QUARTERLY PROGRESS REPORT

FY2010 October – December 2009

Lead Entity: West Sound Watersheds Council

Grant # 09-1515 N

### Maintain a Lead Entity Organization.

Task 1.01 Maintain an office and point of contact.

Task 1.02 The coordinator and committee members will represent the lead entity organization in appropriate salmon recovery settings (e.g. 2514 watershed planning, NWPPC sub-basin planning, Regional Recovery Board, Lead Entity Advisory Group, etc.) as directed by the committee(s) and the lead entity.

Task 1.03 The lead entity organization will serve as the agent administering the lead entity grant contract with RCO. The lead entity organization is responsible for accounting and reporting to the RCO. Invoices for reimbursements of eligible costs are sent to RCO no less frequently than quarterly and no more than monthly. Invoicing must follow the process described in the "Regional Organization and Lead Entity Program Manual".

Task 1.04 The lead entity organization will send quarterly Progress Reports to RCO. These progress reports will fully explain how the lead entity is meeting the terms of its contract with RCO.

Task 1.05 Distribute Progress Report to committee(s) quarterly.

Comments/Progress: The point of contact and office are hosted at the Kitsap County Administration Bldg. in Port Orchard.

The Lead Entity Coordinator reports to the Environmental Programs manager in the Dept. of Community Development and is the sole staff person for this work. She does no County related work other than serving as the only fisheries biologist on staff (consulted for information by other County personnel). No County staff assist in the lead entity work other than providing cost accounting information. (The lead entity project is its own sub-ledger within the County's fiscal system, so this is a relatively simple task). It is expected that some of the PSAR and NEP funding will be used for meeting logistics and assistance, HWS and website upgrades, using temporary County personnel.

Lead Entity Coordinator uses her personal vehicle for travel and is reimbursed at standard per diem rate. She uses her personal cell phone for work, since the County does not provide this tool. She also works from home on the one day of the week that the most of the County staff in her Department are on mandatory furlough. She represents the lead entity in Puget Sound Partnership forums. Invoice and progress report for the second quarter are in progress. This and previous progress reports will be made available to committee members.

Challenges/Lessons Learned/Recommendations: There were no significant difficulties encountered during this reporting period.

The contract amendments #1 and #2 (PSAR and NEP funding amendments) were side-tracked in the County contract review process and will not be signed by the Kitsap Board of County Commissioners until 2010. The County's policies require each amendment have the same level of review and process prior to being approved by the Board of County Commissioners, which often takes several months. In this case the electronic copy of the amendment was delayed additionally when it was "misplaced" during a County software problem.

**Identify, Organize, Facilitate and Administer a Committee of Representative Interests and its Citizen and Technical Committee(s) --- referred to as "committees".**

- Task 2.01 The lead entity will organize and maintain a Committee of Representative Interests. In forming and maintaining the committee or supporting committees, the lead entity shall conduct community outreach to ensure diverse membership.
- Task 2.02 Submit updated name and organizational affiliation of each member of each committee to RCO by September 30, 2009.
- Task 2.03 The lead entity will facilitate the establishment of a set of written bylaws that are approved by the Committee of Representative Interests. Bylaws will include membership criteria, attendance requirements, roles of all participants including chairs, voting structure and process, standing supporting committees and a decision-making process. These bylaws should specifically include a Statement of Fairness and/or Conflict of Interest Policy.
- Task 2.04 The Lead Entity arranges committee meetings and develops agendas for each meeting. The lead entity will also facilitate meetings and ensure that minutes for official committee meetings are taken. Agendas and minutes must be attached to the first quarterly progress report submitted after the meeting is held.
- Task 2.05 Perform staff assignments
- Task 2.06 No less than annually, one joint meeting of the Citizen and Technical Committees shall occur (if separate). Agenda and minutes must be attached to the first quarterly progress report after the meeting is held.
- Task 2.07 Lead entity coordinator will participate in training and development opportunities for lead entities as they occur. Attendance should be documented in quarterly progress reports.

Comments/Progress: Lead Entity coordinator continues outreach for new participants. The January Lead Entity meeting scheduled Jan. 20 will include the topic of finalizing Citizen and Technical Committee members along with updating the lead entity organization structure. The written bylaws (which we are calling ground rules until a more formal organization is in place) are in the process of revision, The lead entity meetings were open to all committee members, although the retreat held in December was limited to participants ready to commit to working away from the office for a longer period of time. Meeting materials are attached.

Challenges/Lessons Learned/Recommendations: We continue to struggle with engagement of the local governments in the lead entity process, simply because of the budget issues facing the organizations. We discussed this at our retreat, and have some next steps for resolution of this issue outlined for 2010. We have two new mayors (Poulsbo and Bremerton) and a new city government at Bainbridge Island so we are hopeful to re-engage those municipalites.

**Solicit Project Applications.**

- Task 3.01 The lead entity will develop and publish grant program criteria consistent with the specific regional recovery board or local strategy and Salmon Recovery Funding Board (SRFB) guidelines.
- Task 3.02 The lead entity will establish clear and consistent guidelines for salmon habitat grant processes that are consistent with regional recovery plan or local strategy and SRFB guidelines.
- Task 3.03 The lead entity will work with project sponsors and with the local technical and citizen committees to develop a prioritized project list for near-term implementation that matches the regional recovery plan or

- local strategy.
- Task 3.04 The lead entity will develop and submit a salmon program list development timeline to its committee and to the RCO by September 1, 2009.
- Task 3.05 The lead entity will advertise grant cycles and assist in scheduling and conducting SRFB application workshops.
- Task 3.06 The lead entity will support existing project sponsors and conduct community outreach to actively recruit new project sponsors.
- Task 3.07 In order to develop a broad base of community support for salmon recovery projects, the lead entity will conduct community outreach to educate the local community on salmon recovery.

Comments/Progress: The grant program is consistent with regional and SRFB guidelines, and was improved again in 2009. The timeline for 2010 has not been established. The 5 South Sound Lead Entities have agreed to work together for 3 Year Work Plan update and for a more streamlined “project of regional significance” process.

Challenges/Lessons Learned/Recommendations: SRFB does not have easy mechanism for “sharing” project funding. Lead Entity coordinator had to “remind” SRFB staff verbally that 3 other lead entity organizations contributed to one project agreed to be “of regional significance”.

**Create a habitat project list for the Salmon Recovery Funding Board.**

- Task 4.01 The lead entity will initiate, coordinate and facilitate committee meetings designed to produce one (1) habitat project list per SRFB grant cycle.
- Task 4.02 The lead entity will submit to RCO and the regional organization a description of how the project list will be created. This description will include process, timelines, committee roles and decision making structure. This description is due September 1, 2009.
- Task 4.03 The lead entity will prepare, organize and review project application materials.
- Task 4.04 The lead entity will compile salmon project rankings based on recommendations from the Technical Committee or Technical Recovery Team (TRT) with prioritization and final approval determined by the Citizens Committee or regional salmon recovery board.
- Task 4.05 The lead entity will coordinate site visits with the SRFB review panel and project sponsors. Preliminary project information will be in PRISM two weeks prior to SRFB review panel site visit.
- Task 4.06 The lead entity will provide feedback to project applicants and sponsors.
- Task 4.07 The lead entity will ensure all aspects of each project application are completed and consistent with the lead entity regional salmon recovery and SRFB processes.
- Task 4.08 The lead entity will use PRISM to submit project applications to RCO.
- Task 4.09 The lead entity will coordinate and/or develop responses to SRFB questions, including relationship to regional recovery plan.
- Task 4.10 The lead entity will prepare a ranked list of salmon habitat projects for submittal to the SRFB by September 1, 2009. Lead entities will use Manual 18, Section 5, to determine which materials to submit.
- Task 4.11 The lead entity will create and present verbal and graphic information describing the lead entity and its project list.

Comments/Progress: The Habitat List was produced and submitted to the SRFB on Sept. 1, following all the tasks

outlined in this section. Lead Entity continued communication with SRFB staff, review panel and project sponsors during the course of final review of the projects and subsequent “potential projects of concern” (PPOC). The work plan for 2010 has not yet been developed.

Challenges/Lessons Learned/Recommendations: The SRFB Review Panel comments on the costs of a project (making it a PPOC) do not seem to be within the scope of the review they are commissioned to do. The project sponsor had to drop their costs estimates in order for it to be taken off the PPOC list, although it didn’t change the technical aspects of the proposal at all. Project sponsor will have to hope there is enough funding, and will most likely have to request a cost increase to complete the project properly.

**Maintenance of the Habitat Work Schedule.**

- Task 5.02 The lead entity coordinator shall attend one HWS training event per year (can be a web-based training event).
- Task 5.03 The lead entity shall provide project sponsors with one HWS training opportunity per year.

Comments/Progress: This is on-going.

Challenges/Lessons Learned/Recommendations: None

**Update Habitat Restoration and Protection Project Strategy.**

- Task 6.01 The lead entity will work with committee(s) of representative interests, and supporting committee(s) to refine and update project lists per regional recovery plan or Habitat Restoration and Protection Project Strategy.
- Task 6.02 The lead entity will update the local strategy as projects are implemented and evaluated, and as new analysis tools become available to provide updated information.
- Task 6.03 The lead entity will submit to RCO an electronic version of the most current regional recovery project lists or Habitat Restoration and Protection Project Strategy for the 2009 grant round project evaluation September 1, 2009.

Comments/Progress: The local strategy was updated with the 3 Year Work Program submitted and reviewed by the PSP. The lead entity held a retreat in early December to update our strategy and organization.

Challenges/Lessons Learned/Recommendations: None.



WESTSOUND  
WATERSHEDS COUNCIL

## AGENDA

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West Sound Watersheds Council (WSWC)  
October 21, 2009 9:00 AM - 12:30 PM  
Kitsap Administration Building, Commissioners Chambers

- 9:00 Introductions, review agenda
- 9:30 Kitsap Beach Watcher Program  
Jeff Adams, UW Sea Grant and Peg Tillery, WSU County Extension
- 10:15 Kitsap Stream Team Salmon Season update  
Kathlene Barnhart, Kitsap DCD and Stream Team
- 10:30 GIS and nearshore data sets  
Scott Steltzner, Squaxin Tribe and Keith Folkerts, Kitsap DCD
- Break to move cars in 2 hour spots?*
- 11:15 Other topics  
Salmon Recovery planning retreat  
WSWC organization/ground rules  
Other?
- 12:00 Chico Creek culvert meeting in same room

Next WSWC meeting date: November 18, 9-1



WESTSOUND  
WATERSHEDS COUNCIL

WSWC Meeting October 21<sup>st</sup>, 2009

Notes taken by: John Meyer

Present: Kathy Peters, Jennifer Haro, Bob Johnston, Celia Brown, Peg Tillery, Jeff Adams, Brian Reese, Scott Steltzner, Keith Folkerts, Doris Small, Brenda McMurray, Kristin Williamson, John Meyer, Barbara Ann Smolko (sign in sheet available on request)

Peg Tillery and Jeff Adams, Beach Watchers in Kitsap County

- supported by Steve Bauer and other commissioners
- program in 7 other PS counties
- citizens education of the whole environment from mountains to sea
- much is about native plants
- three elements make up the beach watchers program; Beach Naturalists, Native Plant Advisors, Beach Watcher Intro
- Shore Stewards is another program in Kitsap; take a pledge to reduce impact; video available that talks about shore armoring, picking up after your dog, etc
- Shore Stewards is a vehicle to communicate with people who area already committed to talking care of shoreline
- Kitsap Beach Watchers is a 2 year commitment
- To access these Beach Watcher folks, just send Peg an e-mail and she'll connect you; or you can come and talk at the trainings
- Need to make connections with Pierce County; people are interested in natural yard care, etc - connect with Barbara Anne
- Beach Watchers are going to do observations; they already are in San Juan; some do the birds, some count salmon in the stream; some when trained properly can actually do some samplings
- Q: Any thought to extending the course for folks that cannot do a Friday? Yes; the Master Gardener program is online, we want to do the Beach Watchers online eventually too
- Citizen Science, will have quarterly forums; just beginning, will feel their way thru, have people fill the gaps, way to bring scientists in and verify as an effective way to sample for certain questions
- There is a civic element to this - take what you learn and apply it to the real world
- Sea Grant's role is to help get expertise to the table to see if we can get the greatest value out of this
- There is some opp for students (summer camp); lots of interest from that age group; kids are now encouraged to get involved to graduate, so lots of kids looking for projects
- If you ask people to give you the PPTs that they have, then that can become the core programs

- Rain Garden Mentoring Program; Jeff and Peg have been involved; WSU is looking for funding to do this program; have worked with a core of about 17 volunteers to work people; Stewardship Partners have been doing this in Pierce
- WSU launching a website: 12,000 rain gardens (like Facebook for Rain Gardens)
- Island County has about 200 Beach Watchers; the other 7 or 8 counties are much smaller (some have only 20, others have about 60; our county has more because our citizenry is willing to explore this because there is water everywhere!)

#### Stream Team

- had an inaugural training last weekend (12 people); taught the salmon life cycle
- every Sat in Nov Salmon Stewards will be on site to educate the public
- Q: is there public notification about salmon tours? Yes, but those folks are on vacation; Chris Dunagan will help put out a map that shows people where to go
- put together fact sheets for people to talk about where they are
- Nov 10<sup>th</sup> out at Ross Point with microscopes to look at spawning for smelt
- Starting a stock ID on surf smelt (BC to South Sound) to figure out if stocks are separate or mingle; can just look at eggs on the beach and get the DNA; when they go again (Doris and Paul) they will let people know

#### Scott Steltzner (Squaxin Island Tribe Fisheries Biologist)

- Juvenile Salmon Nearshore Project Selection Tool
- Talking about South Sound; biologically and physically different from the rest of the Sound
- Some work done in WRIA 13 and 14 to look at prioritization for juvenile salmonids
- Needed more GIS; looked at Salmon Recovery Plan to look at habitat that would benefit Juvenile Salmonids in S Sound; rated the habitat types; binned with lots of other attributes to give an overall score per unit area
- Sediment was not included because its too important to be binned
- Assessments looked at prioritized sediment systems; was not included in calculus, but highlighted as important
- Looked at PSAT identified Pocket Estuaries; there was no minimum size for something to be designated a pocket estuary
- SSHIAP also finished their assessment; 86% agreement in the overlap
- Used the hydro layer coming out of PSAT
- Looked at forage fish spawning (documented not potential), ends up being 80% of the shoreline
- Of this gets lumped into a shoreline unit and then scored
- Nisqually falls out as very high, but other places are very high as well
- This was a fast process, so wanted to do a reality check; did groundtruthing
- After running the whole thing, you end up with a map of Beneficial Areas
- Broke it down into parcels so you know how many land owners, etc will be in each area
- The information is in ArcView and ArcReader; tried to make it easy for people to use; you can turn off and on the different layers
- This is not the be-all-end-all; its an indicator of what's there but should be ground truthed further (everyone used diff methods to actually gather the data)
- Part of the analysis does not connect their analysis with other protected areas

- The SSCHIAP info is not available on the internet, but you can contact the Fish Commission for a copy

#### Keith Folkerts

- Kitsap County's High Priority for SMP Updates
- EPA Grant has 8 elements
- Some of the futures work will contribute to the SMP update
- Purpose of the effort is to help decision makers make better decisions
- Question to be answered – So where are the priority habitats?
- Want to define/measure quality of life, priority habitats, quality communities
- Groundwater recharge, aquatic habitat, terrestrial habitat – assign a number to all of these, and then you get a priority area
- Does not capture CAO buffers
- Scale is nearshore assessment unit within 200' of shoreline
- Comment: need to think about water quality and DO, and FC levels; models need to incorporate this and communicate to public
- Can help to look at the beaches and see what's in the nearshore units in order to protect
- Comment: wish we could take the feeder bluffs and do worst case scenarios to show people what could happen
- Dave Nash put all the nearshore assessment and put them in Google Earth

#### General Updates/Conversation

- Nearshore Tools Watershed Workshop on November 9th in Edmonds
- Salmon Recovery Retreat – get away for some much needed thought and planning (adaptive management, etc); one of the things we struggle with is partners; we'll circulate some e-mails about dates, but lets get people there that are focused
- Need for Organizational Structure and Ground Rules – we had a governance sub-committee and it fizzled; Barbara sent some ground rules and now we need to formalize it; want it to be less specific and leave room to grow (is cities, counties, and tribes – but needs to get bigger; let Kathy know if you're interested)
- Sinclair Inlet Restoration – led by Navy and Suquamish, looking at the "aquascape" and envisioning what it will look like 50 years from now; you are encouraged to share your vision about Sinclair
- Final beach seine from the SRFB grant took place in N Kitsap last week, now time to crunch data
- Comments on POC due back to the SRBD panel on the 23<sup>rd</sup>



WEST SOUND  
WATERSHEDS COUNCIL

## AGENDA

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West Sound Watersheds Council (WSWC)  
November 18, 2009 9:00 AM - 12:30 PM  
Kitsap Administration Building, Commissioners Chambers

- 9:00 Introductions, review agenda
- 9:30 SRFB project updates  
Report from lead entity coordinator, discussion as needed
- 10:00 Forage Fish update – 2009  
Doris Small
- 10:15 Shoreline Master Programs – Cities, Kitsap County  
Report from SMP update staff
- 10:30 Upcoming events  
Nearshore Prioritization Training workshop Dec. 1  
WSWC salmon recovery planning retreat  
Other announcements from the group
- 11:00 *Break to move cars in 2 hour spots*
- 11:15 WSWC meeting schedule for 2010  
Does Wednesday still work for everyone?  
Should we vary locations?
- 11:30 Roundtable reports from the group
- 12:30 Adjourn

Next meeting will be scheduled for January 2010



WEST SOUND  
WATERSHEDS COUNCIL

WSWC Meeting November 18<sup>th</sup>, 2009

Notes taken by: Kathy Peters

Present: Kathy Peters, Jeff Adams, Keith Folkerts, Doris Small, John Meyer, Susan Donahue, Paul Dorn, Patty Charnas (sign in sheet available on request)

### **SRFB Projects**

- The SRFB projects for 2009 were reviewed and discussed; the PPOC for Chico Creek is a concern.
- Discussed the reduction in funding the County proposed and the resulting “extra” funding and how to allot it to the next project on the SRFB list.

### **Forage Fish update**

- Doris updated group on DNA study of surf smelt being conducted from B.C. to South Sound
- Noted that beach watcher group in Island County successfully documented sand lance spawning.

### **Shoreline master program updates**

- Kathy read letter from City of BI on the progress in shoreline issues, filling the vacant position
- Susan D gave update on Kitsap SMP outreach activities

### **Other Items discussed**

- WSWC retreat is planned for early December, after nearshore prioritization workshop
- WDFW has “lost” Region 6 Habitat Engineer, Bob Barnard to budget reductions. We can still use him for HETA work. Doris would like to use HETA funds for Kitsap Lake issues in Chico watershed.
- Keith gave overview of the EPA grant Kitsap County is getting (Shoreline Alternative Futures)
- WSWC meetings for 2010 will be on Wednesdays, try to vary the locations

# West Sound Watersheds Retreat Agenda

December 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>

*Purpose: To engage WSWC participants in development of draft work products to bring back to WSWC for further discussion in the following categories:*

- *Establish goals and work plans for salmon recovery in the watershed*
- *Develop a portfolio of potential projects to address recovery*
- *Develop a strategy to prioritize potential recovery actions and projects*
- *Advance local integration of ecosystem and salmon recovery plans*
- *Other topics of interest*

## Dec 1

- 10am            Kitsap Nearshore Assessment presentation (Battelle)  
                    Kitsap County Commissioner Chambers
- 3pm             Adjourn, drive to retreat location (Cowlings Creek)
- 5pm             Dinner
- 6:30pm        Watershed goals  
                    Review of existing plans & tools:
- East Kitsap salmon recovery plan
  - Puget Sound Partnership Action Agenda (North Central AA)
  - West Sound Watersheds salmon habitat strategy
  - WRIA 15 planning unit
  - Key studies (Refugia, Nearshore Assessment, LFA, PS nearshore chapter)
  - GIS products (T sheets, PSNERP, etc.)
- Current & upcoming planning needs:
- 3 year plan
  - H Integration
  - Adaptive Management
  - Local Integration
- Goals for the Watershed
- Long range vision
  - Short term goals
    - 3 year
    - 10 year
    - beyond 10 year
- How do we capture this discussion to bring to WSWC for decision?

## Dec 2

8:30am Project Portfolio for watershed – how do we use tools like the nearshore assessment, LFA & refugia report to develop potential projects?

- Priority regions for protection & restoration
  - Nearshore priority regions
  - Stream tiers, refugia
- Priority project types by function
  - Historic conditions – what have we lost
  - Context within Puget Sound

Begin working on regions for individual project identification  
(small groups? do we want to enter this directly into HWS?)

Noon lunch

1:30pm Continue working on individual project identification

How will we assign priorities to projects identified?

5:30pm Dinner

7:00pm WSWC Structure and Local Integration

- What is our mission?
- What's working and successful? What's not?
- What do we need to execute our mission?
- Who needs to be part of this conversation?
- What's the structure look like to get us there?
- Define the goals of local integration – what are we trying to achieve?
- What is WSWC's role in Local Integration?

Next Steps

### Dec 3

8:30am Finalize and document the previous day's discussion on Local Integration and WSWC Structure

10:30am New Topics: Hatcheries and Harvest, SMP Updates, Action Agenda/Salmon Recovery Integration, and?

Noon Working Lunch

1pm Continue Discussing New Topics or revisit Previous Topics

2:30pm Wrap-Up and Next Steps

WSWC Salmon Recovery Planning  
Retreat Sign-In

December 1

1. Kathleen Peters
2. Paul Dorn
3. Doris Small
4. Bob Johnston
5. Keith Folkerts
6. John Meyer

SIGN IN SHEET

December 2 Cowling Center  
WSWC Planning Meeting

- ① Brian Reese
- ② Danielle DeLoe
- ③ Doris Small
- ④ John Meyer
- ⑤ Mathew Binkert
- ⑥ Bob Johnston
- ⑦ Keith Folkerts
- ⑧ Brenda McMurray
- ⑨ Paul Dorn

# West Sound Watersheds Council Retreat Summary

December 1-2, 2009

Location: Kitsap Administration Building and Cowling Creek Center

Organized by: Paul Dorn, Suquamish Tribe  
John Meyer, Puget Sound Partnership  
Kathy Peters, West Sound Watersheds LE Coordinator  
Doris Small, WDFW

*Purpose: To engage WSWC participants in development of draft work products to bring back to WSWC for further discussion in the following categories:*

- *Establish goals and work plans for salmon recovery in the watershed*
- *Develop a portfolio of potential projects to address recovery*
- *Develop a strategy to prioritize potential recovery actions and projects*
- *Advance local integration of ecosystem and salmon recovery plans*
- *Other topics of interest*

## **December 1 10:00 AM – 3:30 PM**

**Nearshore Assessment Training (Kitsap Admin. Bldg.; organized by Sue Donahue and Battelle Labs)**

The workshop was well attended, and included many non WSWC participants from state, federal, and other local jurisdictions and organizations. Battelle provided copies of their materials to all 31 workshop attendees electronically. The purpose of the training was to introduce potential users to the assessment, their methodologies, and work through an example of how this can be applied in decision-making.

## **December 1 5:00 PM - 9:00 PM**

**WSWC Retreat (Cowling Creek Center)**

Present: Doris Small, Kathy Peters, Paul Dorn, Bob Johnston, John Meyer and Keith Folkerts

The group worked through a review of all documents available relevant to the West Sound Watersheds for informing salmon recovery plans and strategies. Most participants brought hard copies and maps for sharing. One document that all thought needed to be considered more closely is the *East Kitsap WRIA 15 Salmon Recovery Planning Implementation and Habitat Analysis Matrix*. One idea suggested is to include it in the 3 Year Work Program documents, and to speak with Norma Jean Sands of the RITT about using it in our adaptive management work when that occurs.

- ACTION: review the matrix and its relevance to West Sound salmon recovery
- ACTION: add to the 3 Year Work Program docs

- ACTION: discuss with Norma Jean (RITT) about using it in adaptive management

The group also discussed the “old” lead entity strategy, located in the Salmon Recovery Plan as an appendix. The group agreed to highlight the strategy summary as a part of the Action Agenda implementation.

- ACTION: connect the strategy summary explicitly to the Action Agenda

One other clarifying issue that was discussed was how the East Kitsap Chapter was written. Apparently the “East Kitsap Sub-Area” (Chapter 6) refers only to the unincorporated Kitsap County areas, because the cities of Bremerton, Poulsbo and Port Orchard did not contribute to the document. This included the matrix referred to above, which was authored by a Kitsap County staff person. The City of Bainbridge Island preferred to have its own “sub-watershed” section, which is why there is a distinct and different chapter for that jurisdiction (7) in the plan.

The group agreed on the need to re-invigorate participation by the other cities. It was also noted that the City of Gig Harbor and the part of the West Sound north of the Narrows in Pierce County were not included in the Recovery Plan at all. This is because “East Kitsap” covers the Kitsap County portion of the lead entity and “South Sound” covers the rest of the area south of the Narrows.

- ACTION: For discussion – how do we reinvigorate cities to participate?

The last two discussion items were:

1. The RFP for the EPA grant, due in January. All felt that there are substantial opportunities in the West Sound for this funding. Such opportunities include:
  - a. Stormwater Management Implementation
  - b. Reclaimed Water Implementation
  - c. Shoreline Restoration
2. Climate Change – we agreed to add it to the ranking criteria for the lead entity technical review.
  - ACTION: make sure appropriate entities are working on EPA proposals
  - ACTION: For discussion – what mechanism needs to be in place to make sure climate change is being considered in restoration/protective actions?

### **December 2 9:00 AM – 5 PM WSWC Retreat Con’t (Cowling Creek Center)**

Present: Doris Small, Kathy Peters, Paul Dorn, Bob Johnston, John Meyer, Keith Folkerts, Brian Reese, Danielle DeVoe, Kathlene Barnhart and Brenda McMurray.

The group decided to start the day by discussing the WSWC organization itself. They discussed how WSWC was formed, with the letter sent to the other counties, cities and tribes. The formal Interlocal Agreement for all the parties was in the process of approval by several cities prior to it being halted by the Kitsap Board of

Commissioners in mid-2008. (The Kitsap Board wanted broader representation to include non-governmental groups).

There was a broad ranging discussion on this issue. The group resurrected the original documents regarding the proposed WSWC structure and worked to update the original "Summary of the Proposed Organization" to reflect changes in the Partnership and the development of the Action Agenda.

The group also discussed how to approach elected officials from the cities, no decisions were made. It was noted that both Patty Lent (now mayor of Bremerton) and Becky Erickson (mayor elect of Poulsbo) have participated in or expressed interest in the Puget Sound Partnership and the Action Agenda. It was also noted that WSWC needs to have a representative on the Salmon Recovery Council, to be determined prior to their next meeting on January 28 in Edmonds. Kathy and/or John will follow up with this topic with Steve Bauer.

- ACTION: finalize the 'Summary of Proposed Organization'
- ACTION: For discussion – how do we approach local electeds and get them on board?
- ACTION: connect with Steve Bauer on WSWC structure and Salmon Recovery Council representation

The next topic was how to do nearshore project prioritization, with the goal of having a suite of projects and a tool for prioritizing them. The group discussed various approaches to this:

1. Doris led the discussion with a description and sharing of the document used to describe Carr Inlet, developed by the South Sound salmon technical committee.
2. Brenda described the process used by the Bainbridge Island Land Trust to prioritize parcels for protection. She showed a map of southern Bainbridge, and the group discussed the BILT approach.
3. Keith shared a set of maps with which he attempted to add various species and other criteria to the NAU units, which are the units used in the Nearshore Assessment. All agreed that the information needs to be verified – the sources were via WDFW website and are not complete.

It was then decided to try describing one body of water, and to begin a prioritization method for restoration or protection projects. The group chose Miller Bay, since they could use Paul's local knowledge to assist us. They used all available plans and analysis to do this work. The group agreed that the description/analysis exercise for Miller Bay was valuable and that they should continue this task on a regular basis (quarterly?). They also agreed that the Habitat Work Schedule would be a good place to store this information. This effort can be overlaid with Keith's work on resource inventories and maps and the Nearshore Assessment.

- ACTION: finish written assessment of Miller's Bay

- ACTION: For discussion – is this approach useful and worthwhile to guide WSWC’s decision making in establishing priority projects?
- ACTION: complete assessments for each of the major inlets in West Sound

It was also agreed that there are a lot of other sources of information about the watersheds and shorelines that we are trying to protect – in museums, oral history projects, etc. It was suggested that perhaps a project for citizen scientists would be to capture this information and organize it.

- ACTION: For discussion – is this a project ripe for citizen science, and how to we facilitate it?

The group then worked on a scoring sheet for Priority Shoreline conservation Areas. Keith has this document and will forward it (*to Kathy and John?*) prior to the next planning retreat date.

- ACTION: review the scoring sheet to see if this methodology is appropriate
- ACTION: For discussion – is this approach useful and worthwhile to guide WSWC’s decision making in establishing priority projects?

The retreat had originally been scheduled to continue for another day. All participants agreed that it would be more productive to postpone the work until 2010. The time had been well spent and productive. Thank you to Paul Dorn and the Cowling Center for the facility.

- ACTION: plan one-day retreat for late spring to wrap up loose ends

### **Documents Reviewed/Considered at the WSWC Retreat (December 1-2, 2009)**

Action Agenda

Puget Sound Salmon Recovery Plan

East Kitsap WRIA 15 Salmon Recovery Planning Implementation and Habitat Analysis Matrix

East Kitsap Peninsula Salmon Habitat Restoration Strategy Summary

WSWC Summary of Proposed Organization

East WRIA 15 Limiting Factors Analysis

2003 Kitsap Refugia Report

E. Kitsap County Nearshore Habitat Assessment & Restoration Prioritization Framework

The Nature Conservancy's Willamette Valley - Puget Trough - Georgia Basin Ecoregional Assessment