



## Kitsap Regional Coordinating Council

### Draft TranSTAC Meeting Agenda

January 9, 2020 | 12:30 – 2:30 PM

Kitsap Transit 3<sup>rd</sup> Floor Conference Room, 60 Washington Ave. Bremerton

Topic	Documents
<p><b>A. Welcome and Old Business</b>  <i>Objective: Maintain the business and operations of KRCC.</i></p> <ul style="list-style-type: none"> <li>• Introductions</li> <li>• Review 12/12/19 TransTAC meeting summary (distributed on 12/13/19)*</li> <li>• Review 2020 TransTAC Roster*</li> </ul>	<ul style="list-style-type: none"> <li>○ <a href="#">2020 meeting calendar</a> (pg 2)</li> <li>○ <a href="#">12/12/19 TransTAC meeting summary</a> (pg 3-6)</li> <li>○ <a href="#">Draft 2020 TransTAC Roster</a> (pg 7)</li> </ul>
<p><b>B. Regional Project Evaluation Committee and other PSRC Updates</b>  <i>Objective: Share updates on recent regional planning related developments at Puget Sound Regional Council.</i></p> <ul style="list-style-type: none"> <li>• RPEC and other Boards/Committees updates</li> <li>• Updates from PSRC</li> <li>• Review and potentially modify Kitsap appointees on PSRC Committees*</li> </ul>	<ul style="list-style-type: none"> <li>○ <a href="#">Draft 2020 PSRC Appointees</a> (pg 8)</li> </ul>
<p><b>C. Regional and Countywide Competition Coordination</b>  <i>Objective: Coordinate on the upcoming Regional and Countywide transportation competitions to support the success of Kitsap projects.</i></p> <ul style="list-style-type: none"> <li>• Finalize KRCC Regional and Countywide Competition Calendar*</li> <li>• Discuss potential amendments to the 2018 Countywide Competition materials*, with particular attention to:               <ul style="list-style-type: none"> <li>○ List of Countywide Centers</li> <li>○ Criteria and high, medium, low evaluation</li> <li>○ Other Considerations</li> </ul> </li> <li>• Identify Regional Competition projects</li> </ul>	<ul style="list-style-type: none"> <li>○ <a href="#">DRAFT KRCC Regional and Countywide Competition Calendar</a> (pg 9)</li> <li>○ <a href="#">2018 Countywide Competition Call for Projects</a> (pg 10-31)</li> </ul>
<p><b>D. Corridor Updates</b>  <i>Objective: Share updates on cross jurisdictional corridor projects.</i></p> <ul style="list-style-type: none"> <li>• SR 305, SR 16/Gorst, SR 104, SR 303, others</li> </ul>	
<p><b>E. Solutions and Support</b>  <i>Objective: Support fellow TranSTAC members in troubleshooting current challenges.</i></p> <ul style="list-style-type: none"> <li>• Discussion of challenges faced by individual jurisdictions and potential solutions from TranSTAC members</li> </ul>	
<p><b>F. Announcements and Next Steps</b>  <i>Objective: Ensure follow up on proposed ideas and tasks.</i></p> <ul style="list-style-type: none"> <li>• Review action items</li> <li>• Next TranSTAC meeting (PSRC Workshop): Wednesday, February 12</li> <li>• Next TransPOL meeting: Thursday, February 20</li> </ul>	
<p><b>Adjourn</b></p>	

\*Supporting document provided



# Kitsap Regional Coordinating Council

## Draft 2020 Meeting Schedule

Draft v.12-17-19

		January	February	March	April	May	June	July	August	September	October	November	December
Executive	<b>Board*</b> 1 <sup>st</sup> Tues. 10:15AM-12:15PM Norm Dicks Gov. Center		<b>Feb. 4</b> Board Meeting		<b>April 7</b> Board Meeting	<b>May 5 (tentative)</b> Board Meeting	<b>June 2</b> Board Meeting			<b>Sept. 1</b> Board Meeting			<b>Dec. 1</b> Board Meeting
	<b>Executive Committee</b> 3 <sup>rd</sup> Tues. 11:00AM-1:00PM Kitsap Transit	<b>Jan. 21</b> Executive Committee Meeting	<b>Feb. 18 (by phone)</b> Executive Committee Meeting	<b>March 17</b> Executive Committee Meeting	<b>April 21 (tentative)</b> Executive Committee Meeting	<b>May 19</b> Executive Committee Meeting	<b>June 16 (by phone)</b> Executive Committee Meeting		<b>Aug. 18</b> Executive Committee Meeting	<b>Sept. 15 (by phone)</b> Executive Committee Meeting	<b>Oct. 20 (by phone)</b> Executive Committee Meeting	<b>Nov. 17</b> Executive Committee Meeting	<b>Dec. 15 (by phone)</b> Executive Committee Meeting
Transportation	<b>TransPOL*</b> 3 <sup>rd</sup> Thurs. 3:15-4:45PM Kitsap Transit		<b>Feb. 20</b> TransPOL Meeting		<b>April 16</b> TransPOL Meeting		<b>June 18</b> TransPOL Meeting		<b>Aug. 20</b> TransPOL Meeting		<b>Oct. 15</b> TransPOL Meeting		<b>Dec. 17</b> TransPOL Meeting
	<b>TranTAC</b> 2 <sup>nd</sup> Thurs. 12:30-2:30PM Kitsap Transit	<b>Jan. 9</b> TranTAC Meeting	<b>Feb. 12</b> PSRC Workshop (Wed.)	<b>March 12</b> TranTAC Meeting		<b>May 27</b> Project Selection Workshop (Wed.)		<b>July 9</b> TranTAC Meeting		<b>Sept. 10</b> TranTAC Meeting		<b>Nov. 12</b> TranTAC Meeting	
Land Use	<b>PlanPOL*</b> 3 <sup>rd</sup> Tues. 1:30-3:00PM Kitsap Transit		<b>Feb. 18</b> (cancelled)		<b>April 21</b> PlanPOL Meeting		<b>June 16</b> PlanPOL Meeting				<b>Oct. 20</b> PlanPOL Meeting		
	<b>LUTAC</b> 2 <sup>nd</sup> Thurs. 9:30-11:30AM Norm Dicks Gov. Center	<b>Jan. 9</b> LUTAC Meeting		<b>March 12</b> LUTAC Meeting		<b>May 14</b> LUTAC Meeting		<b>July 9</b> LUTAC Meeting		<b>Sept. 10</b> LUTAC Meeting			

\*Open to the public

**Other Dates**

**Board Retreat:** TBD

**Legislative Reception:** TBD



## Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC)  
Transportation Technical Advisory Committee (TransTAC) Meeting Summary  
December 12, 2019 / Kitsap Transit, Bremerton  
v. 12/13/19

### Decisions and Actions

Decisions	
<ul style="list-style-type: none"> <li>No decisions were made at TransTAC</li> </ul>	
Actions	Person Responsible
Distribute the contingency list for the 2021-2022 funding cycle in the meeting follow up.	KRCC staff
Determine representation on PSRC Committees and TransTAC.	TransTAC members
Update the Competition Calendar and redistribute to TransTAC.	KRCC staff

#### A. Welcome & Old Business

Mishu Pham-Whipple, the facilitator of the KRCC Transportation Technical Advisory Committee (TransTAC), welcomed the group and reviewed the meeting's agenda (see Attachment A for a list of participants).

- October 10, 2019 TransTAC meeting summary: The meeting summary of the ad-hoc call will be posted to the KRCC website after the December 12 TransTAC meeting.

#### B. Regional Project Evaluation Committee and other Puget Sound Regional Council (PSRC) Updates

- RPEC and other Boards/Committees updates: David Forte, Kitsap County, reported on the potential for approximately \$11 million in contingency funding. The process and timeframe will be clearer in early 2020 but project sponsors should evaluate which projects would be ready to move forward in the meantime. KRCC staff will distribute the contingency list for the 2021-2022 funding cycle in the meeting follow up. Shane Weber, City of Bremerton, reported that a proposed policy to not allow Right of Way phases to be combined with another phase met strong opposition and was rescinded. TransTAC also discussed the clarification made by PSRC regarding the scoring system based on categories and a bulleted list of criteria within each category. Each bullet is weighted the same and each must be met in order to get full points. RPEC asked for the scoring described in the application to be clarified. The point structure may be a topic for further discussion in the future but would likely not happen in time to change the structure for the upcoming funding cycle.
- Discuss 2020 Kitsap Appointments on RPEC: PSRC Committee appointments will need to be confirmed in early 2020. Members should be prepared to confirm appointments for PSRC Committees at the January 9 TransTAC meeting.
  - Mark Dorsey and Diane Lenius are switching between their primary and alternate roles on RPEC.
  - Shane Weber will follow up regarding Bremerton's RPEC representation.
  - Chris Wierzbicki will be the Bicycle/Pedestrian Advisory Committee (BPAC) Other Cities primary and Diane Lenius will be the alternate.
- Updates from PSRC:
  - 2020 Project Selection Update.

- The Project Selection Task Force has been meeting monthly from September-December 2019.
- The funding estimate will be a moderate increase from 2018 amounts
- Most elements of the Policy Framework are being recommended to remain the same.
- The Rural Town Centers and Corridors Program changed from a flat \$5 million to 10% of the Regional funds available to be consistent with other percentage-based set asides.
- The draft competition calendar was shared with RPEC at their December 6 meeting (see schedule below).

## Draft Schedule

Call for Projects	February 3
Workshops	February 10-14

### FHWA Regional Process

Regional FHWA Eligibility Screening Forms Due	March 2
Regional FHWA Applications Due to PSRC	April 13
Sponsor presentations	April 23-24
RPEC Recommendation meetings	May 21-22

### FHWA Countywide Processes

Countywide Screening Forms Due	No later than April 17
Countywide Applications Due	TBD
Countywide Funding Recommendations to PSRC	No later than June 23

- Federal Highway Administration (FHWA) Project Delivery Summit on December 4. The webinar recording, slides, and Q&A will be posted to the website once finalized.
- Limited Call for Projects Updates. Applications are due December 30, 2019. Refinements to new projects, or projects requesting to be moved from the Unprogrammed list to the Constrained list, should only submit if work on the project is expected to begin prior to 2022.
- STIP is opening up for amendments in January. TIP applications for PSRC's January amendment are due Friday, December 13.
- Nonmotorized facility data collection. For members that still need to submit bike/ped facilities data to PSRC by the end of December, please send data to Jean Kim at [jkim@psrc.org](mailto:jkim@psrc.org). GIS data is preferred but other forms are accepted.

### C. Draft List of Regional Projects for Next Funding Cycle

- Review DRAFT KRCC Regional and Countywide Competition Calendar:
  - Countywide Competition Materials. TransTAC asked for clarification on the content of the Countywide Competition materials. The "Call for Projects" that TransTAC develops consists of language outlining the rules and process of the competition, as well as scoring criteria. There was some concern that the PSRC Call for Projects released on February 3 happens before KRCC has finalized the Countywide Competition materials. However, the February 3 Call for Projects is PSRC signaling to begin the competition process. It *does not* mean that KRCC's Countywide Competition Materials must be completed and approved by the Board by February 3. As such, the Competition Materials can be developed and approved from February-April.

- Countywide Project Selection Workshop.
  - TransTAC confirmed the Countywide Project Selection Workshop should be held after the Regional projects are selected. The Regional projects are recommended at the May 21-22 PSRC RPEC Project Selection Workshop but not confirmed by a vote until the PSRC Transportation Policy Board (TPB) meeting on July 9. There was a concern that Regional project recommendations would not be formally approved until the TPB meeting. However, **since the Countywide project recommendation is due to PSRC by June 23**, TransTAC cannot wait until the July 9 TPB meeting to make a selection. As such, **TransTAC's Project Selection Workshop will need to reference the Regional recommendation and be sometime between May 22, and June 23. The natural day would be June 11**, which follows the cadence of TransTAC meetings being the second Thursday of a month.
  - Should the KRCC Board prefer to approve Countywide projects, rather than delegate this to TransPOL at their June 18 meeting, the Project Selection Workshop would need to be held in late May (after the PSRC Project Selection Workshop), so the Board could approve the recommendation at their June 2 meeting.
- KRCC staff will update the calendar and redistribute to TransTAC for review.
- Discuss potential Regional Competition projects and opportunities for coordination: Kitsap Transit, City of Poulsbo, and Kitsap County shared they intend to submit Regional projects. Kitsap Transit offered to support jurisdictions by providing data upon request.

#### **D. WSDOT Presentation on Grant Cycles**

- Presentation from Bryan Dias, Olympic Region Local Programs Engineer: Bryan presented on three funding opportunities with WSDOT: Highway Safety Improvement Program (HSOP), Safe Routes to School (SRTS), and Pedestrian and the Bicycle Safety Program. However, SRTS and Pedestrian/Bicycle Program are on hold due to Initiative 976.
- Discussion on impacts of Initiative 976:
  - Outlook and impacts. Due to the passing of the initiative, albeit held up in the State Superior Court, no new phases of the project are being funded, likely not until the state governor and legislature develop a solution in Spring 2020. TransTAC asked how the state is going to deal with Countywide funds that are at risk due to the mixed fund nature of projects. Bryan responded that there is not a clear signal from the state policy level on the degree of priority for Countywide projects and other mixed fund projects. The group clarified that projects that were able to obligate funding before the initiative passed are not at risk while other projects, regardless of how close they were to obligating funds, are on hold. Poulsbo's SR 305 project phases, besides the design phase underway, are on hold. The group acknowledged the statewide financial impacts of the initiative, as well as the impacts on productivity in terms of the economy, employment, and construction of infrastructure. Kitsap County noted that the car tab was the easiest funding source, as others such as sales taxes, fuel taxes, etc. require voter approval.
  - Available funding. Dennis Engel, WSDOT, confirmed fish barrier removal, safety, and preservation projects are not affected because those classifications of projects are prioritized. The Governor has also released funding to transit agencies for ADA needs. Shane shared that the City of Bremerton staff attended a Municipal Research and Service Center (MRSC) event that discussed alternative funding sources available to jurisdictions.
  - Litigation. King County, City of Seattle, Sound Transit, and several other agencies are challenging the initiative. TransTAC acknowledged that government agencies

could not have taken action to prevent the passing of the initiative due to campaigning laws.

#### **E. Operations Coordination: ADA Transition Plans**

- Report out on Americans with Disabilities Act (ADA) Transition Plans and discuss best practices, approaches, and milestones: Shane shared the approach the City of Bremerton took to develop their ADA Transition Plan:
  - Assessment. Interns helped conduct an inventory of ADA facilities over three seasons. A consultant was later brought in to assess roadway conditions. The assessments were then uploaded to GIS so that the City could see where and what deficiencies exist.
  - Early implementation. 2,900 curb ramps were evaluated in the City. To address priority ramps that were not ADA compliant, the City initially hired a private company. The company's work was not satisfactory, so the City hired new street work crew members to fix curb ramps and obstructed sidewalks.
  - Further implementation. Once a plan is developed, jurisdictions have to consider how to fund the implementation of the plan. The needs outlined in the plans are much greater than the resources available, but jurisdictions may want to consider at least having an annual line item for ADA improvement projects. ADA Transition Plans and funding to implement those plans demonstrate a community's commitment to addressing barriers to accessibility and can reduce the risk of litigation for not being in compliance with ADA standards.

#### **F. Corridor Updates**

- Corridor Committees are also affected by Initiative 976, limiting their productivity.
- SR 16/Gorst: Lynn Wall, Naval Base Kitsap, shared the Captain is sending a letter to the Governor regarding utilizing state resources to address the needs of the corridor. The Navy is working with the legislature on a proposal for the corridor as well.
- SR 104: The Committee met on December 11 and heard an update on the Lindvog feasibility study.
- SR 303: The Committee is looking into the concern raised about roundabouts on the corridor potentially limiting Bus Rapid Transit (BRT). The corridor is a priority for Kitsap Transit's high capacity transit services that have a certain level of frequency and span of service.

#### **G. Solutions and Support**

TransTAC was able to address current challenges through Initiative 976 and ADA Transition Plan discussions.

#### **H. Announcements and Next Steps**

- The next TransTAC meeting will be held on Thursday, January 9, 2020.
- The next TransPOL meeting is tentatively on Thursday, February 20, 2020. This meeting may be rescheduled due to a time conflict with a Kitsap Economic Development Alliance (KEDA) Board meeting.
- Review the 2020 TransTAC roster. Chris Munter of Bainbridge Island will be an alternate on TransTAC.



## Kitsap Regional Coordinating Council

### 2020 KRCC Transportation Technical Advisory Committee (TransTAC) Roster

DRAFT v. 1/2/20

Jurisdiction	Representative (s)
City of Bainbridge Island	Chris Wierzbicki, Public Works Director Chris Munter, Engineering Manager (alternate)
City of Bremerton	Shane Weber, Managing Engineer Chris Dimmitt, Civil Engineer (alternate)
City of Port Orchard	Mark Dorsey, Public Works Director Chris Hammer, Assistant City Engineer (alternate)
City of Poulsbo	Andrzej Kasiniak, City Engineer Diane Lenius, Assistant City Engineer Michael Bateman, Transportation Engineer (alternate)
Kitsap County	David Forte, Senior Transportation Planner Andrew Nelson, Public Works Director Jeff Shea, Transportation Engineer (alternate)
Kitsap Transit	Steffani Lillie, Service & Capital Development Director Ed Coviello, Transportation & Land Use Planner (alternate)
Naval Base Kitsap	Lynn Wall, Community Planning Liaison Officer
Port Gamble S'Klallam Tribe	Vacant
Port of Bremerton	Fred Salisbury, Director of Airport Operations
Port of Kingston	Vacant
Suquamish Tribe	Alison O'Sullivan, Biologist
Washington State Department of Transportation	Dennis Engel, Planning Manager Theresa Turpin, Multimodal Development Manager (alternate)
Washington State Ferries	Ray Deardorf, Planning Director

Puget Sound Regional Council Liaison: Ryan Thompto, Senior Transportation Analyst

**Draft Puget Sound Regional Council (PSRC) Appointments for the Kitsap Regional Coordinating Council (KRCC)**

*Below is a draft list of KRCC appointees on PSRC Committees.*

PSRC Committees	Jurisdiction	Representative	Alternate(s)
	<b>Bicycle/Pedestrian Advisory Committee</b>		
	Kitsap County	David Forte	Melissa Mohr
	Bremerton	Chris Dimmitt	Andrea Archer-Parsons
	Other Cities	Chris Wierzbicki (Bainbridge Island)	Diane Lenius (Poulsbo)
<b>Regional FTA Caucus</b>			
	Kitsap Transit	Steffani Lillie	Jeff Davidson
<b>Regional Project Evaluation Committee</b>			
	Kitsap Other Cities	Diane Lenius (Poulsbo)	Mark Dorsey (Port Orchard)
	Kitsap County	David Forte	Jeff Shea
	Port of Bremerton	Fred Salisbury	Arne Bakker
	Bremerton	Tom Knuckey	Shane Weber
	Kitsap Transit	Steffani Lillie	Jeff Davidson
<b>Regional Staff Committee</b>			
	Kitsap County	Eric Baker	Jim Bolger
	Other Cities	Nick Bond (Port Orchard)	Heather Wright (Bainbridge Island)
	At Large	Karla Boughton (Poulsbo)	Heather Wright (Bainbridge Island)
	Transit	Ed Coviello	
	Bremerton	Andrea Spencer	
	Economic Development Rep		
<b>Regional Traffic Operations Committee</b>			
	Kitsap Other Cities		
	Kitsap County	Jeff Shea	
	Bremerton	Shane Weber	
	Kitsap Transit	Steffani Lillie	
<b>Regional Transportation Demand Management Committee</b>			
	Kitsap Other Cities		
	Kitsap County		
	Bremerton	Cathy Bonsell	Tom Knuckey
	Kitsap Transit		Steffani Lillie
<b>Regional TranSTAC Chairs Committee</b>			
	KRCC TranSTAC	Steffani Lillie (Kitsap Transit)	David Forte (Kitsap County)
<b>Transportation Operators Committee</b>			
	Kitsap Transit	Steffani Lillie	Jeff Davidson
<b>Regional Intelligent Transportation System Committee</b>			
	Bremerton	Shane Weber	

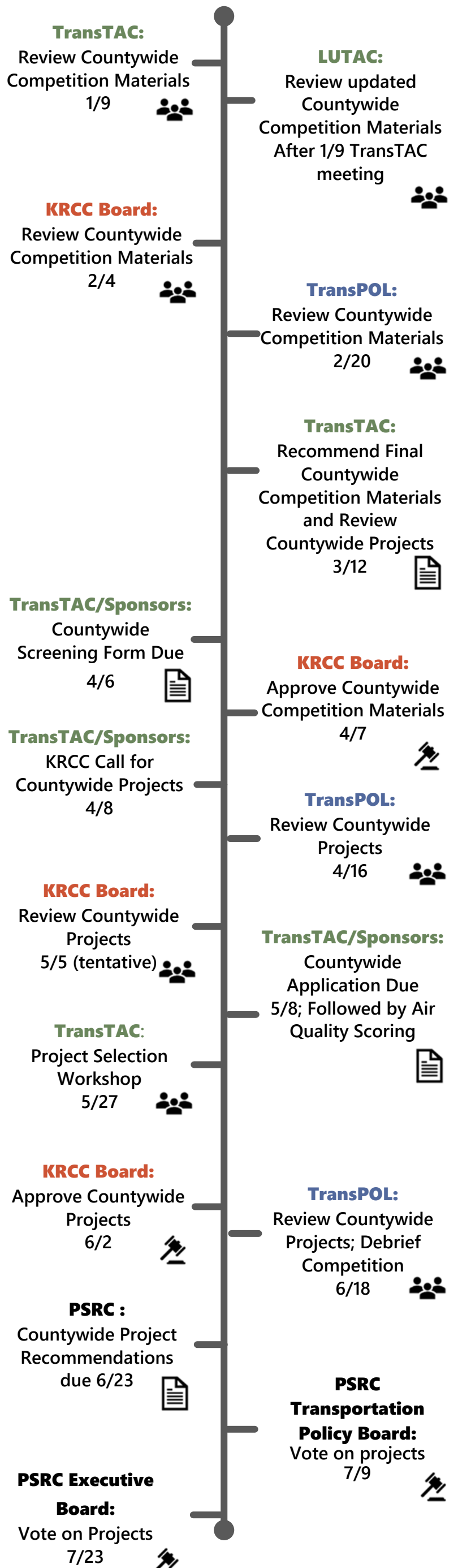
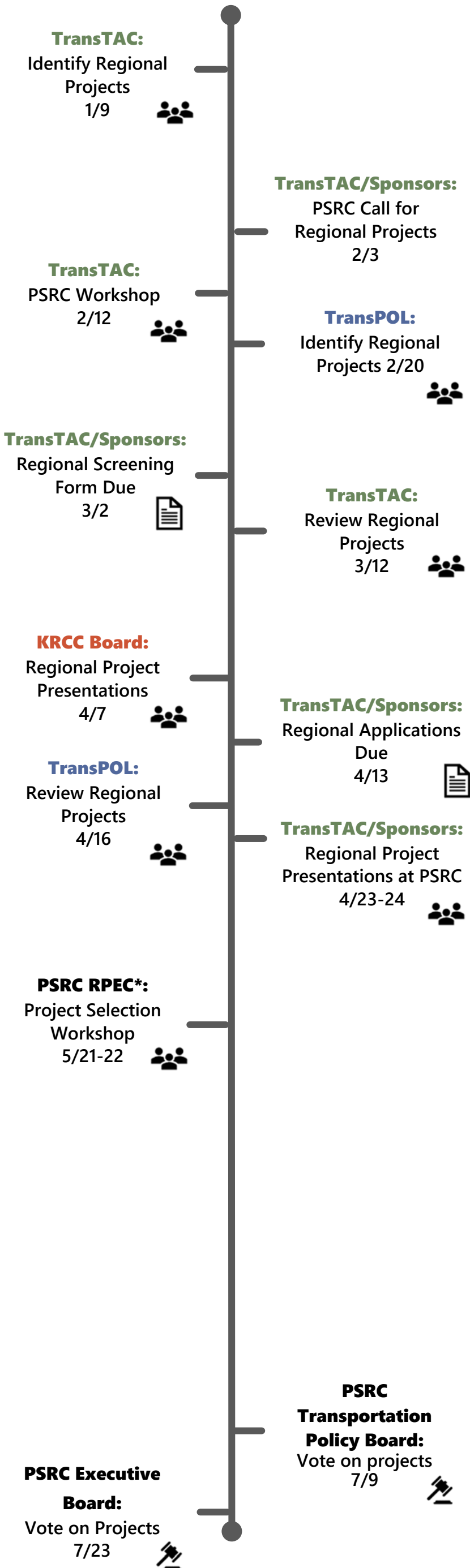


Below is a DRAFT schedule of the 2020 Regional and Countywide Competitions.

**Regional Competition**

**Countywide Competition**

January  
February  
March  
April  
May  
June  
July



Legend: Discuss/Review

Product/Recommendation Due

Approve/Vote



**2018 Call for Projects for the Kitsap Countywide Competition and  
Puget Sound Regional Council’s (PSRC) Regional Competition  
for 2021-2022 Federal Transportation Funding**

Approved by the KRCC Board on 4/3/2018

**INTRODUCTION**

In 2018, Kitsap County jurisdictions are invited to submit projects to the PSRC Regional and Kitsap Countywide Competitions to receive Federal Highway Administration (FHWA) transportation funding for the 2021-2022 funding cycle. This document is intended to guide jurisdictions in submitting applications and includes the following sections:

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## 1. IMPORTANT DATES

Below are the key dates associated with the Regional and Countywide Competitions. See “Draft KRCC Schedule for Countywide and Regional Competitions” for more specific details.

<b>Regional Competition</b>	<b>Countywide Competition</b>
Feb. 22, 2018 - Call for Regional Projects	April 2, 2018 - Countywide Project eligibility screening deadline
March 13, 2018 - Regional Project Eligibility Screening Deadline	April 4, 2018 - Call for Countywide Projects
April 19, 2018 - Applications due for Regional Projects	May 4, 2018 - Applications due for Countywide Projects

## 2. COUNTYWIDE COMPETITION SUBMITTAL CHECKLIST

The steps required to successfully complete an application for funding as part of the Countywide Competition include:

- Submit PSRC Pre-Screening Form (available [here](#))
- Obtain letter of support from sponsoring jurisdiction
- Finalize financial plan for project
- Submit KRCC Application Form (available [here](#))

## 3. ELIGIBILITY

All jurisdictions within Kitsap County - including those who are not members of KRCC (i.e., Bremerton) - can apply for FHWA funds through the Countywide and Regional Competitions. KRCC member agencies that are eligible for FHWA funding include:

- Kitsap County
- Bainbridge Island
- Port Orchard
- Poulsbo
- Suquamish Tribe
- Port Gamble S’Klallam Tribe
- Port of Bremerton
- Kitsap Transit

Please note that Naval Base Kitsap is not eligible to directly apply for FHWA funds through the Countywide or Regional Competitions, even though Naval Base Kitsap is a member of KRCC.

## 4. COMPETITIONS

### Regional Competition

PSRC coordinates a Regional Competition, and the Regional Project Evaluation Committee (RPEC) is responsible for recommending projects from this competition to the Transportation Policy Board (TPB) to receive the regional portion of the Federal Highway Administration (FHWA) funds (see below).

### Countywide Competition

KRCC is responsible for coordinating the Countywide Competition and recommending projects to the TPB to receive the countywide portions of the FHWA funds.

## 5. AVAILABLE FUNDING

This section explains the types and amounts of available federal funding for the Regional and Countywide Competitions.

### Federal Highway Administration Funds (FHWA)

FHWA funds are awarded to a variety of project types including highway, arterial, transit, bicycle, pedestrian, system and demand management, and technology projects. These funds include:

- Surface Transportation Program (STP) funds: These are the most flexible and can be used for a variety of projects and programs.
- Congestion Mitigation and Air Quality Improvement Program (CMAQ): These funds can only be used for projects that improve air quality within certain areas.
- Transportation Alternatives Program (TAP) funds: These are for non-traditional projects such as pedestrian and bicycle facilities, community improvement activities, and environmental mitigation.

The total estimated amount of both STP and CMAQ funds is split between the Regional and Countywide Competitions based on a regionally adopted funding split.

### Set-Asides

Before splitting the funds between the Regional and Countywide Competitions, PSRC sets aside the following funds:

- Non-Motorized Set-Aside: The bicycle/pedestrian set-aside is retained at 10% of the total estimated FHWA funds and will be allocated by population among the four countywide forums, to be distributed via a competitive process.
- Preservation Set-Aside: The preservation set-aside for PSRC's FHWA funds is retained at 20% of the total estimated Surface Transportation Block Grant Program (STP) funds, with retention of the provision in 2016 to add 5% to the countywide

processes. The preservation set-aside for PSRC's FTA funds is retained at 45% of the regional competitive FTA funds.

- Kitsap County Set-Aside: Kitsap County jurisdictions are not eligible to receive CMAQ funds as the county falls outside the boundaries of the region's air quality maintenance and nonattainment areas. As such, since 1995 Kitsap County has received a set-aside of STP funds—based on the County's population relative to the total amount of estimated STP funds—for distribution within the Countywide Competition.
- Rural Town Centers and Corridors: In 2018, the Rural Town Centers and Corridors Program is increased from \$3 million to \$5 million of FHWA STP funds from the regional competitive portion of funds. This program was created in 2003 to assist rural communities in implementing town center and corridor improvements, in coordination with state highway corridor interests.

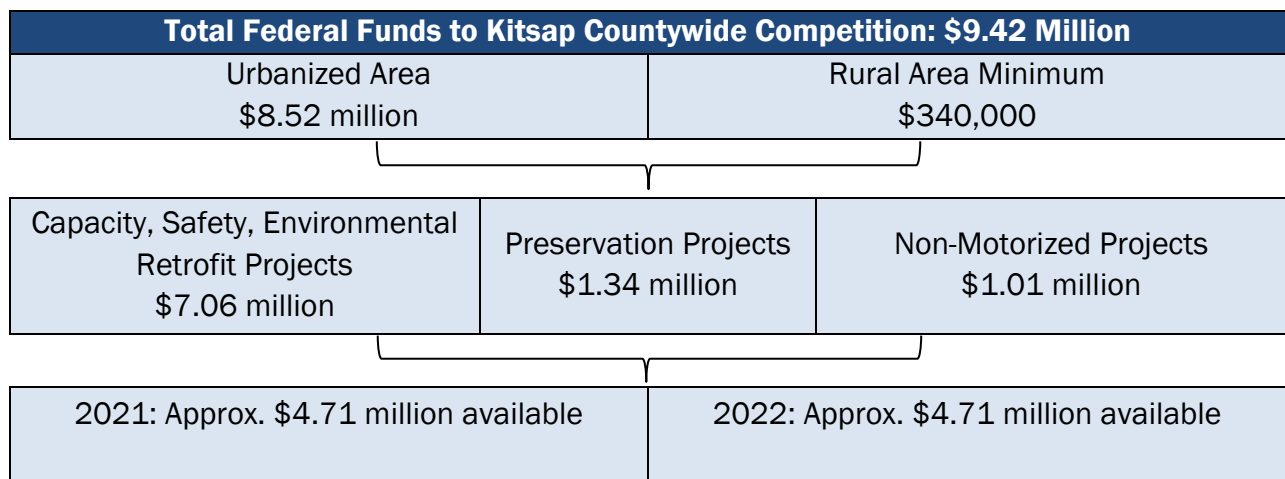
### Balancing by Year

FHWA funding awards must now be balanced by year, and the amount of funds that are able to be utilized in a given year is limited by the annual estimated allocation amount by funding source. Since only a certain amount of funding may be used each year, and to ensure the region continues to meet its annual FHWA delivery targets, the amount that may be requested in the FHWA Regional Competition is limited to 50% of each year's available funding, by source.

For the Countywide Competition, KRCC needs to aim to evenly divide its funding across 2021 and 2022. If KRCC is unable to evenly divide its funding in 2021 and 2022, then it needs to work with PSRC to see if there is any flexibility.

### Countywide Competition Funding

See below for a schematic of funding for the Countywide Competition:



## Rural Minimum

Under federal regulations, the region is required to spend a minimum amount of STP funds in rural areas. Per policy, these amounts by county are based on the average between the federally defined rural population and rural center line miles.

Since the rural funds are based on the required minimum amounts that need to be spent in the rural area, by year, this program should be balanced by year to the amounts provided. Deviations to this may occur on a case by case basis, to accommodate the fact that these are small amounts and project requests may not match one-to-one. please work with PSRC on any issues that arise within your forums, so we can monitor and prepare the appropriate final regional rural figures to meet the federal requirements. For example, if the rural minimum is not split evenly across 2021 and 2022, then one of the other funding pots should counter it in the other direction – i.e., if the rural minimum were to be allocated entirely in 2021, then KRCC might move \$340,000 more into 2022.

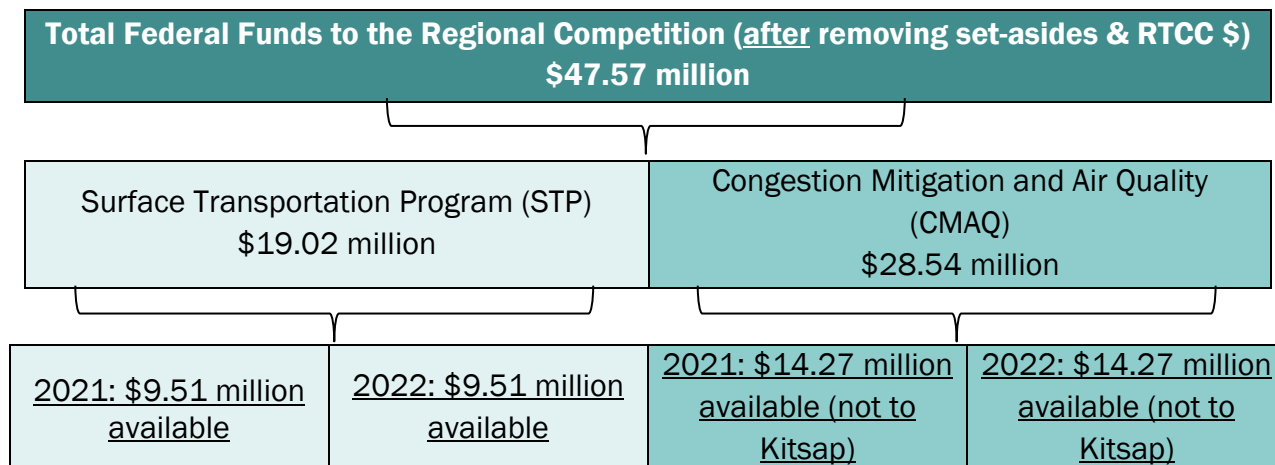
## Applying to Both the Regional and Countywide Competitions

Projects may be submitted in both competitions, but the following rules apply:

- Separate phases of the same project may not be submitted separately – i.e., preliminary engineering cannot be submitted in one, and construction in another.
- Separate segments or independent components of the same project may be submitted separately – i.e., Segment A may be submitted in one, and Segment B in another; or the roadway improvements in one, and the trail in another, as long as they have independent utility.
- If the same phase for the same project is submitted into both competitions, the project cannot be awarded “two” awards – i.e., both applications should reflect the amount needed to fully fund the phase; if funds are awarded in the Regional Competition, the expectation is that it will not then also be funded in the Countywide Competition. The caveat to this is if the regional award is less than the requested amount, the countywide forums have the discretion to alleviate the backfill of local funds that will be required to fully fund the phase as requested.
- Please speak with PSRC for any additional clarifications.

## **Regional Competition Funding**

The graphic on the following page shows the flow of 2021-2021 federal funds to the 2018 Regional Competition. The graphic excludes the Rural Town Centers and Corridors (RTCC), which typically takes place the year following the Regional Competition (i.e. 2019).



## 6. POLICY FOCUS

For the 2020-2021 Funding Cycle, the policy focus of support for centers and the corridors that serve them is retained. The intent of this policy focus is to support implementation of VISION 2040, Transportation 2040 and the Regional Economic Strategy.

### Regional Centers

Centers are the hallmark of PSRC’s VISION 2040 and its Regional Growth Strategy. See Appendix A for a map of Regional Centers.

Regional Growth Centers (RGC): RGCs have been identified for housing and employment growth, as well as for regional funding. **Kitsap County has two Regional Growth Centers: Bremerton and Silverdale.** Kitsap County jurisdictions can submit transportation projects to the Regional Competition if they support Regional Centers or the corridors that serve them, even those outside of Kitsap County. For example, projects that connect Kitsap County to the Seattle Central Business District are eligible for funding through the Regional Competition

Regional Manufacturing/Industrial Centers (MICs): MICs are locations for increased employment. **Kitsap County has one Manufacturing Industrial Center: the Puget Sound Industrial Center.**

Please note that PSRC’s 2016-2018 Regional Centers Framework Update project will not impact the 2018 Regional or Countywide Competitions.

### Local Centers

For the Countywide Competition, projects must support Local Centers, which are designated through a countywide process. For the purposes of the Countywide Competition, KRCC has identified the following local centers, which have been adopted through each jurisdiction’s

comprehensive planning process or via the PSRC Regional Policy Framework for military locations. This list was updated in January 2018 and maps are provided in Appendix B.

<b>Jurisdiction</b>	<b>Location</b>
Kitsap County	Kingston
Kitsap County	Southworth
Kitsap County	Suquamish
Bainbridge Island	Winslow
Bainbridge Island	Day Road Business/Industrial Area
Bainbridge Island	Sportsman Triangle Business/Industrial Area
Bainbridge Island	Lynwood Center
Bainbridge Island	Rolling Bay
Bainbridge Island	Island Center
Bremerton	Downtown Regional Center
Bremerton	Charleston District Center
Bremerton	Wheaton/Riddell District Center
Bremerton	Wheaton/Sheridan District Center
Bremerton	Eastside Employment Center
Bremerton	Manette Neighborhood Center
Bremerton	Puget Sound Industrial Center-Bremerton Manufacturing and Industrial Center
Poulsbo	Poulsbo Town Center
Poulsbo	Olhava Mixed Use Center
Port Orchard	Downtown Port Orchard
Port Orchard	Tremont Corridor District
Port Orchard	South Kitsap Mall/Lower Mile Hill Mixed Use Center
Port Orchard	Government/Civic Center District
Port Orchard	Upper Mile Hill Mixed Use Center
Port Orchard	Tremont/Lund/Bethel Mixed Use Center
Port Orchard	Sedgwick/Bethel Mixed Use Center
Port Orchard	Old Clifton Industrial Employment Center
Port Orchard	McCormick Woods/Old Clifton Mixed Use Center
Naval Base Kitsap	Naval Base Kitsap Bangor
Naval Base Kitsap	Naval Base Kitsap Bremerton
Naval Base Kitsap	Naval Base Kitsap Jackson Park
Naval Base Kitsap	Naval Base Kitsap Keyport
Naval Base Kitsap	Naval Base Kitsap Manchester
Kitsap Transit	Historic Mosquito Fleet Terminals



## 7. PROGRAMMING PROCESS: NON-MOTORIZED PROJECTS

*Originally Adopted by KRCC 2/7/06; Revised 3/27/12; 1/28/14; 4/5/16*

### OVERVIEW

At this time, 10% of the federal countywide allocation of federal STP funding is set-aside [as per regional/Puget Sound Regional Council policy] to distribute among eligible non-motorized projects, with a 13.5% local project match required. During 2010, the Kitsap Regional Coordinating Council undertook an extensive review of non-motorized needs and priorities in Kitsap County. Findings were published in the report “Looking for Linkage” and included policy recommendations on the use of non-motorized federal funding, beginning with the 2013-14 cycle. During 2011/2012, and again in 2013/2014, TransPOL reviewed and updated Kitsap’s policy goals for Non-Motorized funding.

### POLICY GOALS FOR NON-MOTORIZED FUNDING

1. Reaffirmed the criteria originally developed in 2004 (the first cycle that the Countywide Forums had responsibility for distributing these funds), that candidate projects should:
  - Be high priority to the sponsoring jurisdictions
  - Meet federal eligibility criteria (i.e., focus on bike/pedestrian transportation rather than recreation)
  - Not be disproportionately burdened by federal administrative costs
  - Produce visible results
  - Contribute to Kitsap’s regional transportation system
2. Support projects that address the identified countywide policy goal of increasing safe walking/biking routes to schools, including elementary, middle, and high schools, over other projects.
3. Acknowledge that Kitsap County has developed and adopted a Countywide Non-Motorized Spine System. Once the system improvements are prioritized, these countywide policy goals will again be reviewed, and potentially revised to include the Spine System. Project selection should be a multi-jurisdictional, collaborative process that uses the approved project selection criteria.
4. Favor right-of-way (ROW) acquisition and PS&E/construction project-segments over planning, in general.

### OTHER GUIDANCE

Beyond the non-motorized set-aside, consider non-motorized projects alongside all other STP projects in the Countywide Competition. General project selection criteria will be used for project prioritization, in addition to the non-motorized policy guidelines described herein. Please note that the 10% set-aside can be met through multiple projects’ non-motorized components, as opposed to a stand-alone non-motorized project.

## 8. PROGRAMMING PROCESS: PRESERVATION SET-ASIDE

*Originally adopted by KRCC on 3/27/12; Revised 1/28/14; 4/5/16*

### OVERVIEW

Based on extensive discussion within TransTAC, and including input from TransPOL, the following criteria and selection process is recommended for Kitsap's share of federal funds that has been set-aside from the regional portion of the available federal allocation to the PSRC region for the upcoming funding cycle, 2021-2022, for use in preservation activities. The context for this set-aside is the substantial under-funded need for preservation and maintenance of the existing transportation infrastructure throughout the Puget Sound Region, documented and highlighted in Transportation 2040. PSRC senior staff and the PSRC Regional Project Evaluation Committee recommend continuing this specific set-aside with the intention of evaluating its effectiveness for the future.

### POLICY GOALS

First, the use of funds must meet all applicable federal requirements, including location on federally classified roads, facility accessibility (ADA), and competitively bid contracting. Specific to the Kitsap Countywide project selection process:

1. Use of these funds for this cycle is focused exclusively on projects in the roadway, including overlay, chip seal, and grind out preservation projects and the work needed to meet ADA requirements for these. Elements outside the scope of the roadway preservation must be funded locally.
2. Projects must support regionally- or locally-designated centers or their connecting corridors. Some preference will be given to projects that support transit, freight, and/or school routes.
3. There is no minimum/maximum project size, although projects should be substantial enough to warrant federal-aid participation and to extend facility life cycle 7+ years for surface treatments and 15+ years for overlays. Once the set of Kitsap projects have been identified through the KRCC Project Selection Process, TransTAC will work to organize the most cost-effective construction management strategy; it may use a single construction bid approach, with funding for the CM function derived from presumed cost-savings. Attach info about pavement design and best practices such as the # of single axle loads anticipated during the design life of facility.
4. The local match requirement of 13.5% stands.
5. Project sponsors will be urged to bring forward several projects at different cost levels to enable TransTAC and TransPOL to select a package of projects that "meets the mark" of available funds.
6. Recognizing that not every jurisdiction will choose to participate in the package of preservation projects, regional equity will be reflected in the total set of projects

funded with the countywide portion of the federal funds including the Non-Motorized set-aside and regular STP portion.

7. The intention of this funding set-aside is to supplement jurisdictions' existing preservation programs.
  - Project sponsors will self-report their 5-year average spending on preservation of their transportation facilities, with a commitment to spend approximately 90% of that average on other preservation activities during the life of the project.
  - Each participating jurisdiction will provide information describing their pavement management system for use in evaluating "best use" of the available funding.

## **CRITERIA**

For preservation projects, the "Safety and Capacity" criterion is considered an "other consideration". In addition, the "Air Quality Benefits and Emissions Reduction" criterion is not relevant for preservation projects and project sponsors will not need to answer application questions related to this question.

## **9. PROGRAMMING PROCESS: NEW FUNDS OR RE-PROGRAMMING FUNDS**

*Originally Adopted 1,7/06; Revised 1/28/14; 4/5/2016*

### **OVERVIEW**

This policy covers the following types of funds that become available between Transportation Improvement Program (TIP) competition cycles:

1. New Program Funds
2. Funds to be re-programmed because a project cannot be obligated or completed within the funding period. To identify "projects at risk" early, KRCC's TranSTAC will conduct a quarterly review of project status, using PSRC's Project Tracking System that includes both Regional and Countywide projects.

### **REGIONAL COMPETITION**

For projects/funding through the Regional Competitive Program, use the Puget Sound Regional Council process.

### **COUNTYWIDE COMPETITION**

For funding available through the Countywide Program, two uses will be considered:

1. As part of the regular TIP programming process, KRCC's TranSTAC, TransPOL, and Executive Board will develop and approve a Contingency List that is 30-50% more than the expected funding. The Contingency List will be prioritized, at a minimum, to identify High, Medium, and Lower Priority Projects.

2. Funds can also be left to accumulate if the amount left is not sufficient to fully fund a phase of a project on the Contingency List.

## **CONTINGENCY LIST**

TransTAC will review Contingency List, using the following considerations:

1. Matching the funds available to the project need.
2. Available match funding.
3. Ability to obligate and spend the funds.
4. Projected completion of activity.
5. Consequence of not funding (with these funds).

TransTAC will make recommendation to TransPOL on funding distribution. TransPOL reviews and recommends to KRCC Executive Board. Note: Funding recommendation may take a Contingency List project out of order, and/or accumulate funds until the next TIP cycle.

## **10. COUNTYWIDE COMPETITION CRITERIA AND EVALUATION PROCESS**

As part of the Countywide Competition, KRCC has developed criteria to evaluate project proposals. These criteria are intended to support a competitive, fair, and transparent selection process. The Countywide Criteria are consistent with the Regional Criteria but reflect the unique context of Kitsap County and the collaborative approach to making a decision that is valued by KRCC. The evaluation process includes the following three components. Details on each are below.

- (1) Requirements
- (2) Ranked Criteria, and
- (3) Other Considerations.

### **Requirements**

All projects must meet the following requirements for consideration in the Countywide Competition:

- Must be consistent with a local Kitsap County jurisdiction's current (as of December 31, 2015) Comprehensive Plan (include citations when possible)
- Must be included on or proposed for inclusion in a Transportation Improvement Program (TIP)
- Must consider applicable planning factors identified in federal law
- Must be consistent with Kitsap's Countywide Planning Policy Guidance (with the exception of "Local Centers," which are adopted through each jurisdiction's comprehensive planning process or via the PSRC Regional Policy Framework for military locations)
- Must include a document from the jurisdiction's Board of Commissioners, Council, or other official authorizing body that acknowledges the time, phase, and funding obligations associated with federal funding

## Ranked Criteria

The objectives listed on the following pages are examples of possible ways of meeting the criteria; the list is not exhaustive. TransTAC will use qualitative metrics to determine how well each project proposal meets the criteria by selecting a “high,” “medium,” or “low” ranking. These rankings will not be converted into scores. The criteria are equally weighted.

CRITERIA	RELATIVE RANKING		
<p><b>A. Support for Regional/Local Centers &amp; the corridors that serve them</b></p> <p>Project accomplishes one or more of the following objectives:</p> <ul style="list-style-type: none"> <li>• Supports and/or connects regional or local centers</li> <li>• Helps to advance desired or planned public or private investment that support centers (e.g., housing, employment, redevelopment)</li> <li>• Supports mobility for people traveling to, from, and within centers</li> <li>• Makes connections to existing or planned infrastructure</li> <li>• Fills a physical gap or provides an essential link in the system</li> <li>• Supports multimodal transportation investments</li> </ul>	<p>High (project provides significant benefits to Local or Regional Centers)</p>	<p>Medium (project provides benefits to Local or Regional Centers)</p>	<p>Low (project provides minimal benefits to Local or Regional Centers)</p>
<p><b>B. Funding feasibility, requirements, and opportunities</b></p> <p>Project meets one or more of the following objectives:</p> <ul style="list-style-type: none"> <li>• Well-articulated financial plan that is in alignment with the project prospectus</li> <li>• Demonstrated project readiness</li> <li>• Phase can be completed with funding requested</li> <li>• Separate phase previously funded by PSRC’s federal funds</li> <li>• Financial commitment by the jurisdiction’s elected officials to complete the project phase</li> </ul>	<p>High (strong financial plan, clear approach to completion, project includes previous PSRC funding, and demonstrated commitment by elected officials)</p>	<p>Medium (financial plan is complete but the ability to complete phase with requested funding is questionable, and moderate commitment by elected officials)</p>	<p>Low (financial plan is weak or incomplete and project readiness is questionable, and lack of commitment by elected officials)</p>

<p><b>C. Cross-jurisdictional and coordination opportunities</b>  Project meets one or more of the following objectives:</p> <ul style="list-style-type: none"> <li>• Currently involves multiple jurisdictions, agencies, or projects</li> <li>• Provides opportunities for future coordination among jurisdictions, agencies, or projects</li> <li>• Benefits multiple jurisdictions, agencies, or projects</li> </ul>	<p>High  (at least two jurisdictions involved and some project coordination opportunities)</p>	<p>Medium  (involves a single jurisdiction and few opportunities for coordination)</p>	<p>Low  (involves a single jurisdiction and no opportunities for coordination)</p>
<p><b>D. Safety/capacity benefits</b>  Project improves safety by meeting one or more of these objectives:</p> <ul style="list-style-type: none"> <li>• Improves a “high collision” intersection or corridor (as defined by the project sponsor based on collisions or fatalities/capita)</li> <li>• Reduces barriers to use</li> <li>• Provides safe access</li> <li>• Addresses vulnerable users</li> <li>• Makes capacity enhancements that improve safety</li> </ul> <p>Note: this criterion is considered an “other consideration” for preservation projects.</p>	<p>High  (project provides significant safety and capacity benefits)</p>	<p>Medium  (project provides safety and capacity benefits)</p>	<p>Low  (project provides minimal safety and capacity benefits)</p>
<p><b>E. Growing Transit Communities and health/equity considerations</b>  Project meets one or more of the following objectives:</p> <ul style="list-style-type: none"> <li>• Benefits housing and business opportunities</li> <li>• Supports transit-oriented development and access to transit</li> <li>• Addresses negative health outcomes</li> <li>• Benefits highly impacted communities and populations such as those identified in the President’s Order on Environmental Justice, seniors, people with disabilities, and areas of high unemployment or chronic underemployment; benefits may include the following: educational opportunities, affordable housing and quality neighborhoods, economic opportunities, transportation and mobility options, and health benefits.</li> </ul>	<p>High  (project provides significant benefits to “highly-impacted communities” and greatly supports access to transit and positive health outcomes)</p>	<p>Medium  (project provides benefits to “highly-impacted communities and supports access to transit and positive health outcomes)</p>	<p>Low  (project provides minimal benefits to “highly-impacted communities” and minimally supports access to transit and positive health outcomes)</p>

<p><b>F. Air quality benefits and emission reduction</b></p> <p>Project provides air quality benefits by:</p> <ul style="list-style-type: none"> <li>• Reducing congestion and improving circulation</li> <li>• Reducing delay, particularly of freight vehicles</li> <li>• Reducing single occupancy vehicle trips</li> <li>• Reducing vehicle miles traveled</li> <li>• Addressing vulnerable populations</li> <li>• Reducing pollutants with highest health risk</li> <li>• Supporting non-motorized travel</li> <li>• Improving engines or explores alternative fuel technologies</li> </ul> <p>Note: this criterion is not applicable for preservation projects.</p>	<p>High (project provides significant air quality benefits)</p>	<p>Medium (project provides air quality benefits)</p>	<p>Low (project provides minimal air quality benefits)</p>
<p><b>G. Multimodal elements and approach</b></p> <p>Project meets one or more of the following objectives:</p> <ul style="list-style-type: none"> <li>• Provides non-motorized transportation benefits</li> <li>• Improves freight movement</li> <li>• Improves access to transit</li> <li>• Provides transportation demand management benefits</li> <li>• Serves more than one mode of transportation</li> <li>• Connects to or supports other local/regional multimodal projects</li> </ul>	<p>High (project provides significant multimodal benefits)</p>	<p>Medium (project provides multimodal benefits)</p>	<p>Low (project provides minimal multimodal benefits)</p>

## Other Considerations

Beyond the criteria identified above, there are other considerations that can be used to evaluate projects. These considerations are applied on a case-by-case basis.

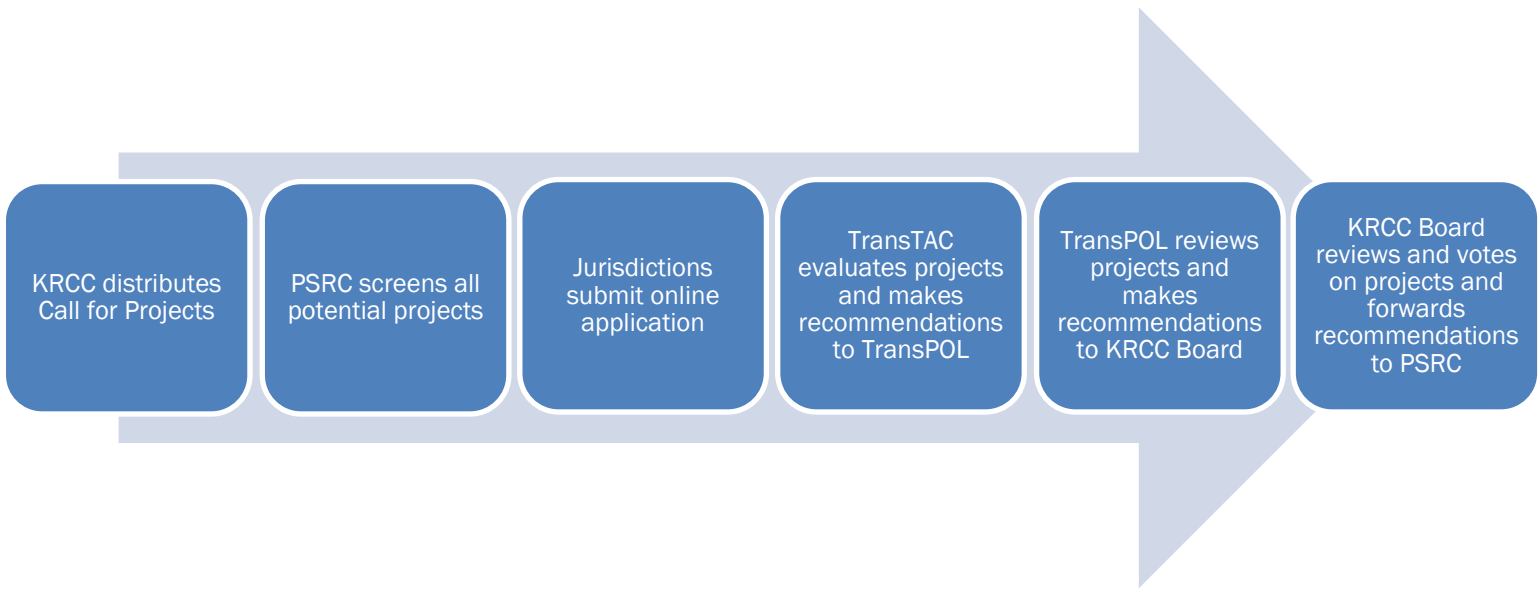
- **Supports Innovation** – Project includes innovative elements such as design, funding, technology, or implementation approach.
- **Addresses an Emergency Need** – Project is the result of an emergent need stemming from infrastructure failure, natural disaster, or another unanticipated activity or event.
- **Geographic Equity** – Project helps to balance the distribution of funds throughout Kitsap County. Equity can be established over multiple funding cycles and across funding types.
- **Leverages Funding** – Project has received funding from other sources and is able to leverage countywide funds for a greater impact. Project would have to return other funding sources if countywide funding is not provided.
- **Public Support** – Project has significantly demonstrated public support. This could be documented in letters, attendance at public meetings/hearings, newspaper articles/editorials, or another format.
- **“Shovel Ready”** – Project is seeking funding for construction.
- **Practical Design** – Project proposal includes a description of jurisdictional analysis to determine project needs and benefits based on local circumstances.
- **Safety/Capacity Benefits (for Preservation Projects only)** - Project improves safety by meeting one or more of these objectives: improves a “high collision” intersection or corridor, reduces barriers to use, provides safe access, addresses vulnerable users and/or makes capacity enhancements that improve safety.

## 11. COUNTYWIDE COMPETITION SUBMITTAL AND REVIEW PROCESS

KRCC will distribute the Call for Projects to all Kitsap County jurisdictions. Applicants will submit an online screening form to PSRC. After PSRC screens the projects for eligibility, applicants will complete an online application. Both the screening form and online application are available online: <https://www.psrc.org/our-work/funding/project-selection/fhwa-and-fta-regional-funding>. KRCC’s TransTAC members will independently review each project application prior to a workshop during which they will hear presentations from project sponsors and rank each project using the criteria outlined above. After this ranking exercise and additional discussion, TransTAC will recommend projects (including a prioritized contingency list) to TransPOL. TransPOL will review TransTAC’s recommendations and finalize the project lists for review by the KRCC Board. During a KRCC Board meeting, Board members will vote on the project lists and forward their recommendations to PSRC for funding.



## Countywide Competition Application and Review Process



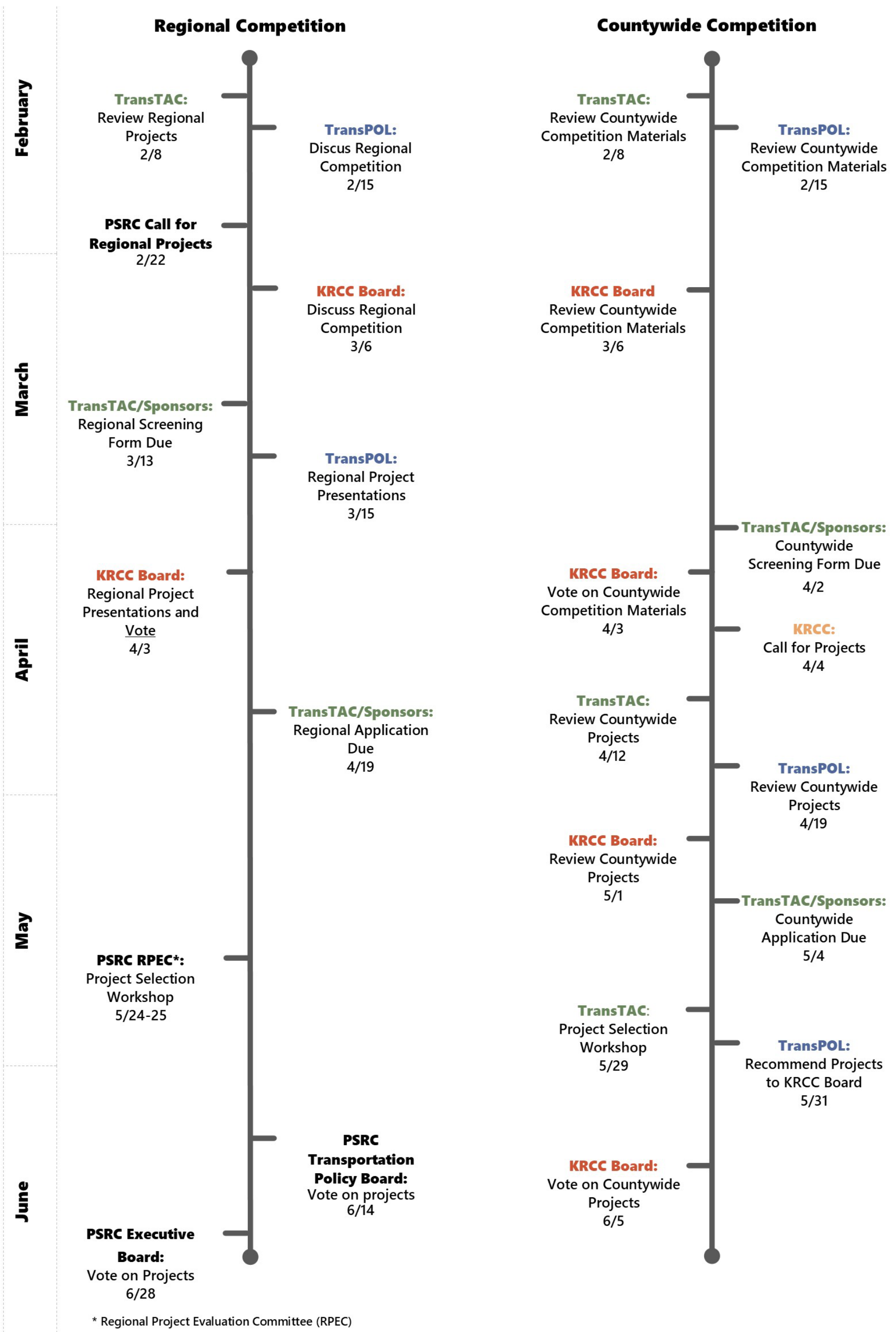
## 12. PUBLIC INVOLVEMENT

It is the intent of PSRC and KRCC that the public be involved with the allocation of federal transportation funds.

- As part of jurisdictions' Comprehensive Planning processes, all projects have been identified and prioritized with appropriate public involvement at the local level.
- TransTAC will notify other agencies and organizations throughout Kitsap County about the Regional and Countywide Competitions (PSRC maintains a list of relevant entities).
- Members of affected groups and the general public may attend TransPOL meetings; agendas include an opportunity for public comment.
- Presentation and discussion of proposed project programming of federal funding is conducted in the regular KRCC meetings, which are advertised, open to the public, and for which agendas are e-mailed to all relevant agencies and individuals, as well as posted on the KRCC website.

### 13. DRAFT KRCC SCHEDULE FOR COUNTYWIDE AND REGIONAL COMPETITIONS

Below is a draft schedule of the PSRC Countywide and Regional Competitions.

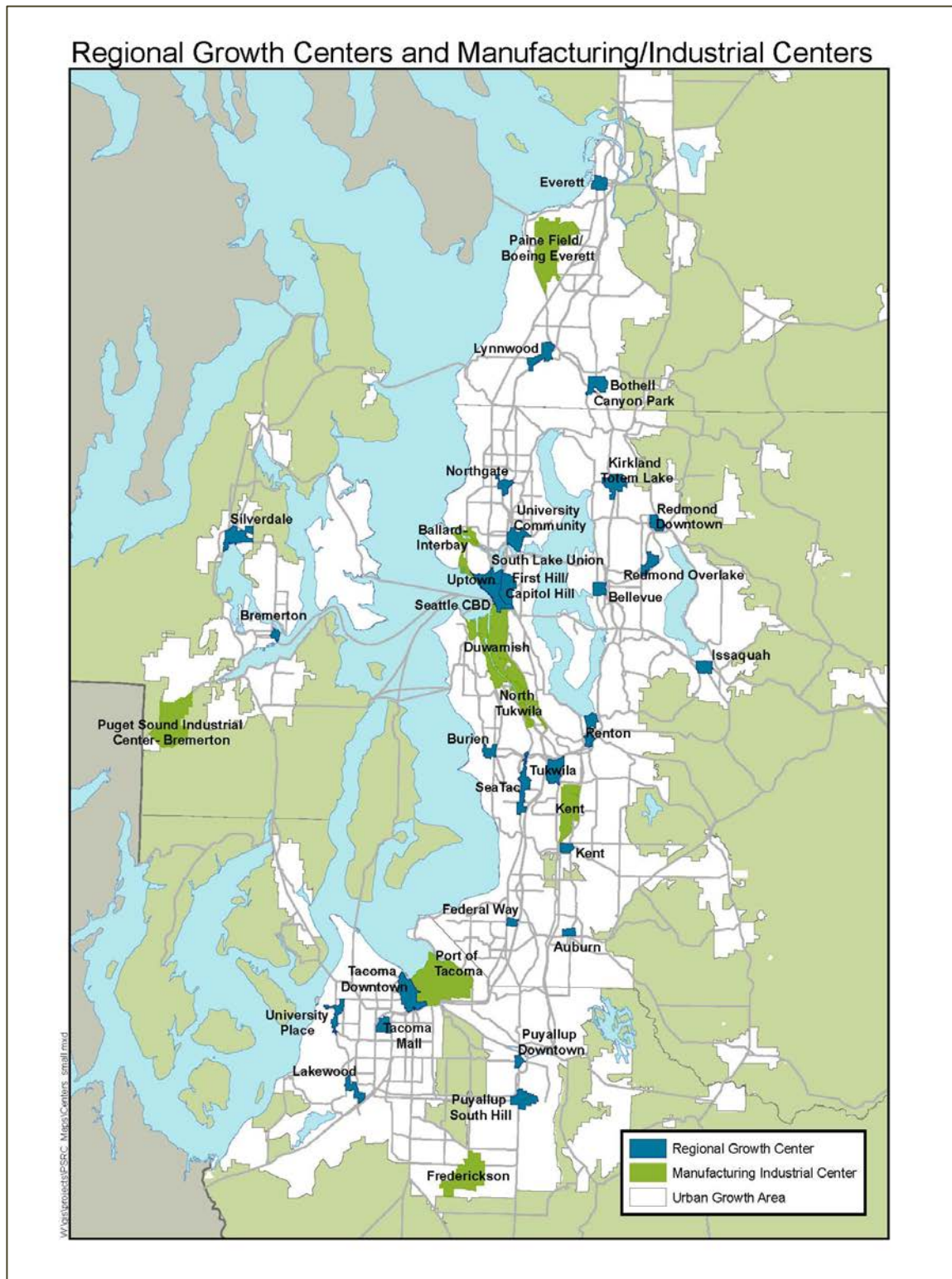


## 14. PROJECT SPONSOR RESOURCES

PSRC is developing a library of online resources for use by project sponsors, including Opportunity Maps and demographic information to support the Growing Transit Communities and health/equity considerations. A list of some of these resources is below, as well as available here:

- [2018 Policy Framework for PSRC's Federal Funds](#)
- [Schedule and Deadlines](#)
- [Funding Eligibility](#)
- [Regional FHWA Project Evaluation Criteria](#)
- [Applications and Screening Forms \(regional and countywide\)](#)
- [Screening Form Checklist](#)
- [Regional FHWA Application Checklist](#)
- [Guidance for addressing populations served, health and equity](#)
- [Project Selection Resource Map \(works best in Firefox and Chrome\)](#)
- [Financial Constraint Guidance](#)

# APPENDIX A: REGIONAL GROWTH CENTERS AND MANUFACTURING INDUSTRIAL CENTERS



## APPENDIX B: LOCAL CENTERS

