



# Kitsap Regional Coordinating Council

The Kitsap Peninsula is the home of sovereign Indian nations, namely the Suquamish and Port Gamble S'Klallam Tribes.

Draft v. 5/3/2023

## TransTAC Meeting Agenda

Thursday, May 11, 2023 | 1:30-3:00 PM |

<https://us06web.zoom.us/j/88293012195>

### A. Welcome and Old Business

*Objective: Maintain the business and operations of KRCC.*

- Introductions
- Review and approve [February 9 TransTAC meeting summary](#) (pg. 2)
- For reference: [2023 meeting calendar](#) (pg. 5)
- For reference: [Latest 2023 TransTAC/TransPOL Meeting Plan](#) (pg. 6)

### B. PSRC Updates

*Objective: Share updates on recent regional planning related developments at Puget Sound Regional Council.*

- PSRC Safe Streets and Safety Plan updates
- PSRC Project Delivery Working Group updates
- PSRC rebalancing updates
- Other updates from PSRC
- For reference: [Monthly PSRC Update](#) (pg. 9)

### C. Cross-Jurisdictional Transportation Issues

*Objective: Discuss transportation issues of common interest identified for 2023.*

- Comprehensive Plan updates
- Opportunities for interjurisdictional projects
- Monitoring regional safety plan

### D. Corridor Updates

*Objective: Share updates on cross jurisdictional corridor projects.*

- SR 305, SR 16/Gorst, SR 104, SR 303, others

### E. Announcements and Next Steps

*Objective: Ensure follow-up on proposed ideas and tasks.*

- Review action items
- Next TransTAC meeting on September 14
- Next TransPOL on June 15
- Announcements

### F. Adjourn



Transportation Technical Advisory Committee (TransTAC) Meeting Summary

February 8, 2022 | 1:30 – 3:00 PM
Kitsap County Public Works Building

Table with 3 columns: Actions, Person Responsible, Status. Rows include: Distribute PSRC documents shared in meeting to TransTAC Members (Complete), Research and share information about WSDOT 125% rule (Complete), PSRC to present on Safe Streets and Safety Plan at future TransTAC meeting (In progress).

A. Welcome and Administration

Claire Wendle, KRCC Transportation Program Lead, opened the meeting and welcomed participants to the first TransTAC meeting of 2023. See Attachment A for list of participants.

B. PSRC Updates

Kalon Thomas, PSRC, shared updates for Project Tracking and funding. PSRC has contacted sponsors with watchlisted projects for 2023. He shared the PSRC tracking report. PSRC is also soliciting requests for projects that do not anticipate meeting their 2023 delivery deadline. Project progress reports were due in November 2022.

Members of the PSRC Project Delivery Working Group (Kitsap County, Kitsap Transit, and Poulsbo) shared updates from the first working group meeting. The group discussed addressing supplemental funding and support for flexible and easy fund allocation for projects. They will look at how money can be allocated to projects quickly and will work to identify ways to refine the funding process.

PSRC received a grant for Safe Streets and Roads for All, which will be distributed among 6 cities in the Puget Sound region. A portion of the grant will be allocated to smaller local agencies. More information will be shared at the Regional Safety Conference in June.

C. Cross Jurisdictional Transportation Issues

TransTAC members participated in an activity to identify areas of common interest to guide meeting discussions for 2023. Members identified the following topics:

- Information and resources regarding jurisdiction updates to Comprehensive Plans and building codes.
Opportunities for funding as a result of rebalancing, including a list of "off-the-shelf" projects and preservation projects.
Monitoring the regional safety plan and differences between Kitsap County and state data.
Tracking PSRC Safety and Equity definitions and the implications for the Countywide Competition.
Discussing interjurisdictional projects for the 2024 PSRC Regional and Countywide Competition.
Tracking the WSDOT Highways for Complete Streets requirement.

These topics will be reviewed at the March 16 TransPOL meeting.

D. Corridor Updates

TransTAC members shared updates on their respective projects, including construction updates, permitting and regulation processes, and funding opportunities.

Kitsap Transit shared that PSRC is creating a new tracking process for transit agencies because FTA funding has a longer obligation timeline.

**E. Announcements and Next Steps**

Claire Wendle reviewed the action items from the meeting and adjourned the group. The next TransTAC meeting will be held virtually on May 11. The next TransPOL meeting will be held virtually on March 16.

**F. Adjourn**

*The meeting adjourned at 3:00 p.m.*

## Attachment A: TransTAC Meeting Participants

Member Name	Member Affiliation (alphabetical)
Peter Corelis	Bainbridge Island
Shane Weber	Bremerton
Ned Lever	Bremerton
David Forte	Kitsap County
Joe Rutan	Kitsap County
Steffani Lillie	Kitsap Transit
Arne Bakker	Port of Bremerton
Port Gamble S'Klallam Tribe	Marla Powers
Chris Hammer	Port Orchard
Diane Lenius	Poulsbo
Josh Ranes	Poulsbo
Allison Satter	Naval Base Kitsap
George Mazur	WSDOT
Claire Wendle	KRCC
Kalon Thomas	PSRC

## KRCC 2023 Calendar

This calendar updated 4/28/23. Please check [kitsapregionalcouncil.org](http://kitsapregionalcouncil.org) for the most up-to-date meeting schedule.

		January	February	March	April	May	June	July	August	September	October	November	December
<b>Executive</b>	<b>Board*</b> 1 <sup>st</sup> Tues. Time varies		<b>Feb 7</b> Board Meeting/ Land Use Workshop 12:30-2:30			<b>May 2</b> Board Meeting 12:30-2:30	<b>Jun 6</b> Board Meeting 1:45-3:45				<b>Oct 3</b> Board Meeting 1:45-3:45	<b>Nov 7</b> Board Meeting 12:30-2:30	<b>Dec 5</b> Board Meeting 2:15-4:15
	<b>Executive Committee</b> 3 <sup>rd</sup> Thurs. 10:00AM–12:00PM	<b>Jan. 19</b> Executive Committee Meeting		<b>Mar 16</b> Executive Committee Meeting	<b>Apr 20</b> Executive Committee Meeting	<b>May 18</b> Executive Committee Meeting	<b>Jun 15</b> <i>Executive Committee Meeting (cancel if no need)</i>				<b>Sept 21</b> Executive Committee Meeting	<b>Oct 19</b> Executive Committee Meeting	<b>Nov 16</b> Executive Committee Meeting
<b>Transportation</b>	<b>TransPOL*</b> 3 <sup>rd</sup> Thurs. 3:00-4:30PM			<b>Mar 16</b> TransPOL Meeting			<b>Jun 15</b> TransPOL Meeting				<b>Oct 19</b> TransPOL Meeting		
	<b>TransTAC</b> 2 <sup>nd</sup> Thurs. 1:30-3:00PM		<b>Feb 9</b> TransTAC Meeting (in-person @ Kitsap County)	<b>Mar 9</b> TransTAC Meeting <b>11am-12pm</b>		<b>May 11</b> TransTAC Meeting (virtual)				<b>Sept 14</b> TransTAC Meeting (virtual)		<b>Nov 9</b> TransTAC Meeting (in-person @ Poulsbo)	
<b>Land Use</b>	<b>PlanPOL*</b> 3 <sup>rd</sup> Tues. 1:30-3:00PM			<b>Mar 21</b> PlanPOL Meeting <b>12:30-2pm</b>	<b>Apr 18</b> PlanPOL Meeting		<b>Jun 20</b> PlanPOL Meeting				<b>Oct 17</b> PlanPOL Meeting		
	<b>LUTAC</b> 2 <sup>nd</sup> & 4 <sup>th</sup> Thurs. 9:30-11:30AM	<b>Jan 12</b> LUTAC Meeting	<b>Feb 9</b> <b>Feb 23</b> LUTAC Meeting	<b>Mar 9</b> <b>Mar 23</b> LUTAC Meeting	<b>Apr 27</b> LUTAC Meeting	<b>May 25</b> LUTAC Meeting				<b>Sept 14</b> LUTAC Meeting		<b>Nov 9</b> LUTAC Meeting	

\***Public meetings.** Meeting links and materials are available at [kitsapregionalcouncil.org](http://kitsapregionalcouncil.org).

Other Dates

KRCC Retreat: to be determined

Legislative Reception: to be determined

### III. KRCC Transportation Program 2023 Work Plan Narrative

The proposed transportation program work plan items for 2023 are outlined in the table below. KRCC staff will support the KRCC Board, Transportation Policy Committee (TransPOL), and Transportation Technical Advisory Committee (TransTAC) in completing these action items.

**Legend:** These work plans include the following activities represented by icons:



Research/Writing



Discussions at Meetings













Letters









Outreach



Requires KRCC Board Approval

Action Item	TransTAC's Role	TransPOL's Role	Board's Role
<b>Transportation Coordination</b>			
1. Learn about transportation issues of common interest (e.g., electric vehicles).	 TransTAC addresses cross-jurisdictional transportation issues as needed. TransTAC members prepare educational updates on these topics for TransPOL meetings upon request.	 TransPOL reviews the list of cross-jurisdictional transportation issues and selects topics for their 2023 meetings.	 KRCC Board reviews relevant transportation topics as needed.
2. Comprehensive Plan and Building Codes Updates	 Share information and resources regarding each jurisdiction's updates to their Comprehensive Plans and Building Codes (e.g. transit station areas).	 If needed, share updates about Comprehensive Plan updates and Building Code updates.	N/A
<b>PSRC Coordination</b>			
3. Participate in PSRC's process for rebalancing, or other processes if new funding becomes available.	 Discuss opportunities for project funding as a result of rebalancing.	 Receive updates on project funding as a result of rebalancing.	N/A
4. Discuss updates to policies and criteria for the Countywide Competition.	 Conduct research related to topics based on guidance from TransPOL.	 Provide guidance to TransTAC related to research needed to support discussions on desired topics. Review data related to selected topics and	 Approve the approach to selected topics as part of the Call for Projects in 2024.

Action Item	TransTAC's Role	TransPOL's Role	Board's Role
		propose an approach for KRCC Board review.	
5. Participate in the Rural Town Centers and Corridor Competition (RTCC)	 Discuss projects submitted to the RTCC.	 Review projects submitted to the RTCC.	 Review projects submitted to the RTCC (vote if more projects submitted than slots)
<b>KRCC Collaboration</b>			
6. Ensure messaging consistency between policy and technical committees.	 KRCC staff will serve as the neutral liaison to provide updates and information to policy representatives.	 TransPOL meetings have TransTAC updates as a standing agenda item.	 KRCC Board meetings have TransPOL and TransTAC updates as standing agenda items.

Transportation Deliverables

- Meeting agendas (draft and final)
- Meeting summaries (draft and final)
- Meeting materials as needed including maintaining communications with PSRC
- Summary reports at KRCC Board meetings
- TransTAC recommendations to TransPOL

### III. A. Transportation Policy Committee (TransPOL) Facilitation and Coordination

To support the KRCC Board’s Transportation Policy Committee (TransPOL), Triangle will provide a Transportation Program Lead who will be responsible for drafting TransPOL agendas in coordination with the KRCC Executive Committee, gathering and constructing meeting materials, and sending these materials to TransPOL at least 5 days before meetings. Triangle will also be responsible for providing staff for issuing public notices, notetaking, drafting meeting summaries, as well as tracking and implementing action items prior to and following each meeting.

Staff	Meetings	Sub-Task Deliverables	Assumptions
<ul style="list-style-type: none"> <li>Sophie Glass, KRCC Program Director</li> <li>Claire Wendle, KRCC Transportation Program Lead</li> </ul>	<ul style="list-style-type: none"> <li>3 TransPOL meetings</li> </ul>	<ul style="list-style-type: none"> <li>Meeting agendas (draft and final)</li> <li>Meeting summaries (draft and final)</li> <li>Meeting materials as needed including maintaining communications with PSRC</li> <li>Summary reports at KRCC Board meetings</li> </ul>	<ul style="list-style-type: none"> <li>Meetings will be 1.5-hours in duration</li> <li>Meetings will be held virtually <u>only</u> (with in-person viewing at NDGC).</li> </ul>

### III. B. Transportation Technical Advisory Committee (TransTAC) Facilitation and Coordination

To support the KRCC Board’s Transportation Technical Advisory Committee (TransTAC), Triangle will provide a KRCC Transportation Lead who will report to the Program Lead, provide staff support to TransTAC, and facilitate TransTAC meetings. The Program Lead will be responsible for drafting TransTAC meeting agendas in coordination with the KRCC Program Lead and TransTAC members, gathering and constructing meeting materials, and sending materials to TransTAC at least 5 days before TransTAC meetings. The Coordination Lead is responsible for notetaking, drafting and finalizing a meeting memo, as well as tracking and implementing action items following each meeting.

Staff	Meetings	Sub-Task Deliverables	Assumptions
<ul style="list-style-type: none"> <li>Sophie Glass</li> <li>Claire Wendle</li> </ul>	<ul style="list-style-type: none"> <li>4 TransTAC meetings</li> </ul>	<ul style="list-style-type: none"> <li>Meeting agendas (draft and final)</li> <li>Meeting summary of action items and key discussion items</li> <li>Meeting materials as needed, including maintaining communications with PSRC</li> <li>Recommendations to TransPOL</li> </ul>	<ul style="list-style-type: none"> <li>Meetings will be 2-hours in duration</li> <li>Meetings will be held virtually or in-person</li> </ul>



**PSRC BOARDS v.5/3/23**

**Executive Board**

Date of Next Meeting: **June 22, 2023** • 10:00 AM–11:30 AM

Topics from Meeting: **April 27, 2023** (packet posted [here](#)):

- Consent: Minutes of meeting held 3/23/22, Approve vouchers dated 2/28/23 – 4/6/23, Approve Increased Contract Authority for Ongoing Administrative Support, PSRC’s Safety Work Program, 2023 Regional Safety Convening, Budget Amendments, Certify Kitsap CPPs, Approve change in TIP
- Discussion:
  - Report on Outcomes of 2023 Legislative Session
- Action: Recommend Adopt of FY 2024-25 Biennial Budget; Approve Regional TIP; 2023 Project Tracking and Delivery
- Information: New Employee Status Report

**Contact:** Sheila Rogers - [srogers@psrc.org](mailto:srogers@psrc.org); **KRCC Members:** Commissioner Garrido, Mayor Erickson, Commissioner Strakeljahn, Mayor Wheeler, Mayor Putaansuu; Alternates: Commissioner Gelder, Councilmember Rosapepe, Mayor Deets, Councilmember Coughlin, Commissioner Bozeman

**Transportation Policy Board (TPB)**

Date of Next Meeting: **May 11, 2023** • 9:30 – 11:30 AM

Topics from **April 13, 2023** Meeting (packet posted [here](#)):

- Consent: Approve minutes of 3/9/23 TPB meeting; Routine Amendment to TIP, Recommend Certification of Kitsap County Countywide Planning Policies, Recommend Authorizing a change in White River Bridge Project, Recommend Authorizing a Change in status for WSDOT’s SR 9 and SR 204 projects.
- Action: Regional Transportation Plan Project Amendments, 2023 Project Tracking and Delivery.
- Discussion: Climate Change Implementation Strategy, Transit Access Work Program.
- Information: Transportation Work Program Progress Tracker, Joint Board Session on ACT on 4/28/23, General Assembly on 5/25/23.

**Contact:** Casey Moreau - [cmoreau@psrc.org](mailto:cmoreau@psrc.org) **KRCC Members:** Commissioner Gelder, Mayor Putaansuu, Mayor Erickson, Councilmember Mills, Mayor Wheeler; Alternates: Councilmember Schneider, Executive Clauson, Commissioner Bozeman, Chairman Forsman, Councilmember Schneider

**Growth Management Policy Board (GMPB)**

Date of Next Meeting: **May 4, 2023** • 10:00 AM – 12:00 PM

Topics from **April 6, 2023** Meeting (packet posted [here](#)):

- Consent: Approve Minutes of GMPB Meeting held 3/2/23
- Discussion:
  - 2024 Comprehensive Plan and Certification Outreach
  - PSRC Youth Engagement Program
- Information: Joint Board Session on ACT on 4/28/23, Passport to 2044 Webinar 5/8/23, General Assembly on 5/30/23.

**Contact:** Heather Culver– [hculver@psrc.org](mailto:hculver@psrc.org); **KRCC Members and Affiliates:** Commissioner Walters, Councilmember Quitslund, Councilmember Purser, Mayor Wheeler, Andrea Spencer; Alternates: Councilmember Coughlin, Mayor Deets, Commissioner Gelder, Councilmember Ostrom

**Economic Development District Board**

Date of Next Meeting: **June 7, 2023** • 10:00 AM – 12:00 PM

Topics from **March 1, 2023** Meeting (packet posted [here](#)):

- Consent: Minutes of meeting held 12/7/22; Vouchers 10/1/22 – 1/27/23, Ratify 2023-24 Executive Committee
- Discussion: 2024 PSRC Office Relocation, VISION 2050 and Housing, Regional Equity Strategy Update
- Information: Staff Report, Draft Public Participation Plan, Joint Board Session on ACT on 4/28/23, General Assembly on 5/25/23, VISION 2050 Call for Nominations.

**Contact:** Mikayla Svob - [msvob@psrc.org](mailto:msvob@psrc.org) **KRCC Members and Affiliates:** Commissioner Garrido, Councilmember Stern, Chairman Forsman, Commissioner Strakeljahn, Mayor Wheeler, Joe Morrison Alternates: Councilmember Coughlin, Councilmember Cucciardi, Councilmember Mills, Commissioner Walters, Commissioner Bozeman

**Operations Committee (OC)**

Date of Next Meeting: **June 22, 2023** • 9:00 – 9:50 AM

Topics from **April 27, 2023** Meeting (packet posted [here](#)):

- Consent: Approve Minutes of Meeting held 3/23/23, Approve Vouchers Dated 2/28/23 through 4/3/23
- Action: Approve Contract Authority for Ongoing Administrative Support, PSRC’s Safety Work Program and 2023 Regional Safety Convening, Approve Budget Amendment and Contract Authority to Implement Safe Streets for All Safety Grant, Approve Transportation Projects Online Application Services.
- Information/Discussion: New employee status report, PSRC Office Space Report, Monthly Budget Report, Contract and Grant Status Reports

**Contact:** Casey Moreau - [cmoreau@psrc.org](mailto:cmoreau@psrc.org); **KRCC Members:** Mayor Erickson; Alternates: Commissioner Gelder

## PSRC COMMITTEES v.5/3/23

### Regional Staff Committee (RSC)

Date of Next Meeting: **May 18, 2023** • 9:30 – 11:30 AM

Topics from **March 16, 2023** Meeting: (packet posted [here](#)):

- Reports: Meeting Summary for 2/16/23, PSRC Announcements and Updates
- Discussion:
  - Public Participation Plan
  - Making Room for Housing near Transit: Zoning’s Promise and Barriers
  - Place Typology for Housing Actions and Tools
  - Greater Downtown Kirkland Regional Growth Center Application

**Contact:** Ben Bakkenta - [bbakkenta@psrc.org](mailto:bbakkenta@psrc.org)

**KRCC Affiliates:** Eric Baker, Nick Bond, Heather Wright, Ed Coviello, Andrea Spencer, Kathy Cocus; Alternates: Jeff Rimack, Jennifer Sutton, Garrett Jackson

### Regional FTA Caucus

Date of Next Meeting: **May 10, 2023** • 10:30 AM – 12 PM

Topics from **February 8, 2022** Meeting: (packet posted [here](#)):

- Action:
  - Approval of 12/14/22 meeting summary
- Discussion:
  - Review of Delayed TrAMS Obligations
  - 2023 FTA Annual Adjustments and 2020 Census Updates
  - FTA Funding and Requirements

**Contact:** Sarah Gutschow - [sgutschow@psrc.org](mailto:sgutschow@psrc.org)

**KRCC Affiliates:** Steffani Lillie; Alternate: Jeff Davidson

### Bicycle/Pedestrian Advisory Committee (BPAC)

Date of Next Meeting: **May 9, 2023** • 10:00 AM – 12:00 PM

Topics from **March 14, 2023** Meeting: (agenda posted [here](#)):

- Action: Approval of Meeting Summary 1/10/23
- Discussion:
  - Committee Outreach and Engagement
  - DRAFT Repackaged Active Transportation Plan
  - Bicycle and Pedestrian Facility Typology Update
  - Transit Access Work Program

**Contact:** Sarah Gutschow - [sgutschow@psrc.org](mailto:sgutschow@psrc.org)

**KRCC Affiliates:** Chris Dimmitt, David Forte, Chris Wierzbicki; Alternates: Vicki Grover, Anthony Burgess

### Regional Project Evaluation Committee

Date of Next Meeting: **May 26, 2023** • 9:30 – 11:00 AM

Topics from **March 24, 2023** Meeting: (agenda posted [here](#)):

- Action: Approve Summary for 2/24/23 meeting
- Transportation Policy Board Debrief
- Discussion:
  - 2023 Delivery and Rebalancing Status Report
  - Stormwater Parks Planning Guidance
  - Project Selection Updates
- Information: Final 2023 RPEC Operating Procedures

**Contact:** Kelly McGourty - [kmcgourty@psrc.org](mailto:kmcgourty@psrc.org)

**KRCC Affiliates:** Diane Lenius, David Forte, Shane Weber, Steffani Lillie, Arne Bakker; Alternates: Joe Rutan, Ned Lever, Chris Dimmitt, Jeff Davidson

### Transportation Operators Committee (TOC)

Date of Next Meeting: **May 24, 2023** • 10:00 – 12:00 PM

Topics from **April 26, 2023** Meeting: (packet posted [here](#)):

- Action: Approval of 3/22/23 meeting summary
- Transportation Policy Board Debrief
- Discussion:
  - FTA Funding Working Group Equity Formula Distribution
  - Follow up on ADA Transition Planning for Transit Agencies
  - Transit Agency Roundtable
- Information: 2023 TOC Planned Meeting Topics

**Contact:** Gil Cerise - [gcerise@psrc.org](mailto:gcerise@psrc.org);

**KRCC Affiliates:** Steffani Lillie; Alternate: Ed Coviello

### Regional Traffic Operations Committee (RTOC)

Date of Next Meeting: **May 4, 2023** • 9:30 – 11:00 AM

Topics from **March 2, 2022** Meeting (agenda posted [here](#)):

- Presentation:
  - Update on KC Metro Transit Signal Priority
- Discussion: ITS Investment/Implementation Best Practices Guide

**Contact:** Gary Simonson - [gsimonson@psrc.org](mailto:gsimonson@psrc.org)

**KRCC Affiliates:** Chris Hammer, Joe Rutan, Vicki Grover, Steffani Lillie; Alternates: Chris Dimmitt