**Kitsap Regional Coordinating Council (KRCC)**

**Draft Board Meeting Summary**

April 3, 2018 | 10:15 AM – 12:15 PM

Norm Dicks Government Center, Bremerton, WA

Version 4-26-18

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| Decisions |
| The KRCC Board:* Approved the draft 3/6/18 KRCC Board meeting summary as final once it is revised to include Commissioner Strakeljahn’s edit.
* Approved the Kitsap Countywide Competition Call for Projects and Application.
* Approved the projects to be awarded the returned funds from PSRC.
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| Actions | Who? | Status |
| Edit and post the approved 3/6/18 KRCC Board meeting summary to the website. | KRCC staff | Complete |
| Add broadband expansion, SB 6034, as a potential KRCC Board Retreat agenda item.  | KRCC staff | Ongoing  |
| Provide PSRC with the KRCC Board’s recommendation for returned funds. | KRCC staff | Complete |
| Provide PSRC with the approved Kitsap Countywide Competition Call for Projects and Application. | KRCC staff | Complete |
| Send a hold to the Board for the KRCC Board Retreat for May 29 while other date options are explored. | KRCC staff | Complete |
| Revise 2018-2019 Work Plan to show that the Regional Centers item is in March, rather than July and that the 2019 Legislative Session takes place in 2019, rather than 2018.  | KRCC staff | Complete |
| Add discussion on the process for appointing representatives on PSRC Committees and Boards mid-term to the next Executive Committee agenda.  | KRCC staff | Complete |

## 1. welcome and introductions

KRCC Chair Charlotte Garrido welcomed participants to the meeting (see attachment A for KRCC Board members in attendance and Attachment B for members of the public in attendance).

## 2. chair’s comments

Chair Garrido opened the floor to Councilmember Stern. He provided on update on SB 6034, which authorizes a public utility in the state of Washington to offer public broadband in rural areas. Councilmember Stern noted that the broadband expansion may have an impact on where development is, particularly in rural areas. Additionally, broadband expansion could expand telecommuting options for the workforce and thereby reduce congestion. He requested that this discussion be a potential item for the KRCC Retreat agenda.

## 3. consent/action items

Commissioner Gelder moved to approve the 3/6/18 Board meeting summary after being revised to include Commissioner Strakeljahn’s edit of striking the last four words of the first paragraph of the summary on packet page 8. Mayor Putaansuu seconded, and the motion carried without abstention or opposition.

## 4. presentation/discussion

Approve the Countywide Competition Call for Projects.

The Call for Projects document outlines the programming process for the Countywide Competition. Commissioner Strakeljahn moved to approve the Countywide Competition Call for Project. Commissioner Gelder seconded, and the motion carried without abstention or opposition.

**Approve the Countywide Competition Application.**

Project sponsors will complete the application online for submitting their Countywide Competition Projects. Councilmember Ashby moved to approve the Countywide Competition Application. Mayor Erickson seconded, and the motion carried without abstention or opposition.

**Presentations and approval of Regional Competition Projects.**

Project sponsors gave brief presentations of their Regional Competition Projects. KRCC staff provided definitions of the following acronyms used in the presentations.

TIPs – Transportation Improvement Programs

LOS – Level of Service

STP – Surface Transportation Program

PE – Preliminary Engineering

UGA – Urban Growth Area

WSDOT – Washington State Department of Transportation

BRT – Bus Rapid Transit

[Bremerton: Washington and 11](http://www.triangleassociates.com/wp-content/uploads/2018/04/Presentation-Bremerton-Washington-11th-Improvements-Project-updated.pdf)[th](http://www.triangleassociates.com/wp-content/uploads/2018/04/Presentation-Bremerton-Washington-11th-Improvements-Project-updated.pdf) [Improvements](http://www.triangleassociates.com/wp-content/uploads/2018/04/Presentation-Bremerton-Washington-11th-Improvements-Project-updated.pdf)

Bremerton is requesting $4.2M for design and construction. See the presentation for project details. The Board had the following comments and questions.

* Commissioner Gelder clarified the names of the streets that access the roundabout.
* Chairman Forsman inquired about the environmental process required for the project. Project sponsor Thomas Knuckey responded that the project will go through the NEPA process and require a shoreline permit.
* Commissioner Strakeljahn inquired about the anticipated time length for the scope of the project. Tom Knuckey responded that the project will be in the design phase in 2021 and the construction phase in 2022.

[Kitsap County: Ridgetop – Mickelberry to Myhre Complete Streets](file:///K%3A%5CPROJECTS%5CKRCC%5CCommittees%20%2B%20Meetings%5C10.%20PSRC%5C2021-2022%20Regional%20Competition%5CPresentations%5CPresentation%20-%20Kitsap%20County%20-%20Ridgetop%20-%20Mickelberry%20Project.pptx)

Kitsap County is requesting $2.2M for preliminary engineering. See the presentation for project details. The Board had the following comments and questions.

* Mayor Medina asked for clarification of how the improvements for Phase 2 are distinct from the improvement of Phase 1. Project sponsor David Forte responded that the improvements of Phase 2 will be informed by Phase 1.
* Mayor Erickson inquired what the expected cost of all phases will be. David Forte responded that the cost of all 5 phases is estimated at $36M, which is based on a previous calculation and adjusted for inflation. Mayor Erickson expressed concern that such a large dollar amount would be allocated to one area of the County.

Mayor Erickson also asked what the county plans to charge for impact fees to help fund the project. David Forte responded that funding mechanisms will be explored through the preliminary engineering phase. Commissioner Gelder noted that the County Commissioners will discuss Kitsap County impacts fees at a meeting in a few weeks.

* Councilmember Ashby encouraged the County to consider a variety of funding mechanisms so that there is an equal playing field across the county financially. She also asked for clarification on the timing of the project since it is apparent the completion of all phases would take many years. David Forte responded that the phases will be implemented when money is available and added that each phase has a standalone function of the corridor which exemplifies the project’s flexibility both financially and temporally.
* Commissioner Strakeljahn noted that the importance of the project due to the increased volume of traffic in that corridor.

[Kitsap County: National – STEM School](file:///K%3A%5CPROJECTS%5CKRCC%5CCommittees%20%2B%20Meetings%5C10.%20PSRC%5C2021-2022%20Regional%20Competition%5CPresentations%5CPresentation%20-%20Kitsap%20County%20-%20National-STEM%20School%20Project.pptx)

Kitsap County is requesting $2M for construction. See the presentation for project details. The Board had the following comments and questions.

* Mayor Medina asked for clarification on what a low stress bike lane is. Project Sponsor David Forte shared that there is a rating system for non-motorized traffic based on bicyclist stress levels that are influence by their physical separation from other modes of traffic.
* Mayor Erickson asked whether the County was partnering with the City of Bremerton due to its location. David Forte noted that the County is working closely with Bremerton but the County will be taking financial responsibility. Mayor Erickson added that a similar project exists in Poulsbo and has been successful due to the street design.

[Kitsap Transit: SR 104 and Bond Park and Ride](http://www.triangleassociates.com/wp-content/uploads/2018/04/Kitsap-Transit-SR-104-Bond-Park-and-Ride-Presentation-updated-with-regional-map.pptx)

Kitsap Transit is requesting $4.6M. See the presentation for project details. The Board had the following comments and questions.

* Commissioner Gelder noted that the project compliments the new public works projects coming online but that it is unfortunate that the project will not be complete for another 6 years.
* Councilmember Ashby asked for clarification for when Kitsap Transit is prepared to obligate funds as construction is not expected to be complete until 2024. Project Sponsor Ed Coviello responded that Kitsap Transit is prepared to obligate funds in 2022.
* Mayor Erickson encouraged Kitsap Transit to incorporate controlled intersections into the design due to high speed and heavy traffic in the area.
* Chairman Forsman encouraged Kitsap Transit to be forward thinking in the design of storm water treatment due to the project adding significant impervious surface area to a natural area.

Commissioner Gelder moved to approve the Regional Competition Projects. Councilmember Stern seconded, and the motion carried without abstention or opposition.

**Recommend use of $1.63 M in returned funds from Puget Sound Regional Council (PSRC).**

A recommendation is needed by PSRC from the KRCC Board by end of April on use of the returned funds. Mayor Erickson asked for clarification on what kinds of projects the funds are required to be used for since a significant amount of returned funds were from preservation projects. David Forte clarified that the funds are general funds and may be spent on any project type. The Board acknowledged that the returned funds would be able to fully fund the top 3 eligible projects on the contingency list and mostly fund the 4th eligible project on the list.

Mayor Medina moved to approve awarding the $1.6M of returned funds to the top four eligible projects on the contingency list. Commissioner Gelder seconded, and the motion carried without abstention or opposition.

## 5. KRCC Board Retreat

**Discuss the proposal for a May KRCC Retreat.**

In order to develop a vision for Kitsap and the 2018-2019 Work Plan, the Executive Committee recommended that the Board Retreat be held in May or June, rather than October. Chair Garrido opened the discussion on the Retreat facilitator and Triangle’s role as KRCC staff. The Board made the following points.

* Chair Garrido and Mayor Erickson agreed that they would like to have an outside facilitator so that KRCC staff can participate and provide input during the retreat. Mayor Erickson acknowledged that it is not effective for someone to be a participant and facilitator at the same time.
* Commissioner Strakeljahn shared that he would also like to have KRCC staff participate in the retreat.
* Betsy Daniels indicated that she appreciates the opportunity to be a participant in the retreat so that in her role as Program Director, she can help incorporate KRCC’s vision and values into the future. She encouraged the Board to involve the facilitator chosen in the early planning of the retreat. She also offered to conduct the contracting of the facilitator through Triangle’s contract with Kitsap County to expedite the contracting process.
* Councilmember Ashby noted that administrative staff typically does not actively participate in retreats and posed the question if the Program Director was a participant, what was the role of Triangle staff.
* Mayor Putaansuu noted that Port Orchard has had Triangle facilitate their retreats in the last few years and was pleased with their service. He proposed having someone else from Triangle, such as Sophie Glass, be the retreat facilitator.
* The Board agreed that they were content with the Executive Committee making the final decision on the retreat facilitator at their next meeting.

The Board also discussed potential retreat dates and venues. The preferred venues include Hood Canal Pavilion, Kitsap Golf Course and Country Club and Silverdale Beach Hotel. Mayor Putaansuu noted that he would prefer a venue that is centrally located in the county. KRCC staff made the following notes about the retreat date options.

* The four date options are dates chosen based on when all three county commissioners are available for a full day.
* May 25 is the same day as the Regional Project Evaluation Committee meeting, which will be attended by transportation staff, meaning that transportation staff would be unable to attend the retreat if they are invited. It is also the Friday before Memorial Day weekend, which is a conflict for anyone taking an extended weekend.
* May 29 is the same day as the TransTAC Project Selection and Evaluation Workshop for Countywide projects, which will be attended by transportation staff, meaning that transportation staff would be unable to attend the retreat if they are invited. This appears to be the most viable option. A hold will be sent out for this date while other date options are explored.
* June 8 is not a likely option due to Mayor Medina being unable to attend on this date.
* June 29 is the same day as the Association of Washington Cities conference scheduled for June26-29.
* KRCC staff will follow up with the Board to put a hold on May 29 for the KRCC Board Retreat and follow up individually with Board members individually to gauge viability of other dates.

**Draft Long Term and Short Term Visioning Outputs and the proposed KRCC 2018-2019 Work Plan.**

These documents are supporting documents for discussion at the Retreat. Updating Countywide Planning Policies would require a firm KRCC vision. Part of the retreat would be to evaluate whether the Work Plan reflects KRCC’s priorities. Chair Garrido requested having a discussion on what KRCC wants to accomplish as a future Board agenda item. Commissioner Gelder recommended revising the Work Plan to reflect that the Regional Centers item is in March, rather than July. Mayor Medina recommended editing the Work Plan to show that the 2019 Legislative Session takes place in 2019, rather than 2018.

**Ruckelshaus Center’s Roadmap to WA’s Future.**

The Board shared the following as a report out on the March 27 elected and staff workshops.

* Chair Garrido shared that the workshop consisted of information that was not particularly new.
* Mayor Erickson would have liked to have staff present and noted that it was unclear what the Ruckleshaus’ process to address the feedback received at workshops.
* Lynn Wall found that the workshop focused on high level visioning such as goals and factors driving growth. She noted that the content did not get specific enough to discuss strategies to address GMA and that the process is still very far away from having strategies to implement. She learned that the organizers will conduct interviews as additional outreach but specifics on the interview process were not described.
* Commissioner Gelder shared that there was no report out or cumulative conversation about feedback and that it will be challenging for the organizer to find a consensus amongst participants. The process appears to be more of an academic exercise rather than a policy exercise.

## 6. Legislative Updates

### Commissioner Gelder shared that HB 2437, legislation that encourages investment in affordable housing, is moving through the Senate. He is working with the county auditor to see how the legislation, which allows a county authority to authorize, fix, and impose a sales and use tax, will translate into practice. Mayor Erickson shared that in reading a synopsis of all the bills in the legislature, which she will distribute to the Board, she noticed a pattern of detachment from local government by the legislators.

## 7. KRCC Committee Reports

**Update on TransPOL activities and draft 4/19 TransPOL agenda.**

The focus of the April 19 TransPOL meeting will be on the presentation for the Countywide Competition Projects.

**Update on TransTAC activities.**

TransTAC will meet on April 12 and prepare their presentations for the Countywide Competition presentations to TransPOL.

**Update on PlanPOL activities and draft 4/19 PlanPOL agenda.**

PlanPOL will receive a presentation from LUTAC on the 8 year planning cycle and review the KRCC Work Plan from a land use perspective, as well as discuss future opportunities to provide input on VISION 2050.

**Update on LUTAC activities.**

LUTAC provided revisions to the VISION 2050 letter and discussed short term and long term visioning.

## 8. PSRC Board and Committee Reports

PSRC Committees and Boards Report and other updates.

The Board made the following comments regarding the update on the Regional Centers Framework.

* Mayor Erickson shared that the PSRC Executive Board passed the Regional Centers Framework Update without the inclusion of any amendments. Kitsap County can work with the framework but would be better off if Military Centers were included. She added that she is hopeful that in the next several years, Military Centers will be incorporated into the framework.
* Chair Garrido added that the PSRC Board needs to understand that the military presence in the Kitsap, Pierce and Snohomish Counties are important to the region.
* Commissioner Wolfe noted that it is important for KRCC to recognize that their values align with Pierce County and that Countywide industrial centers still under discussion.

The Board made the following comments regarding the process for appointing a new Kitsap Other Cities representative on the Growth Management Policy Board mid-term, as Councilmember Michael Scott will no longer be filling that position.

* Mayor Putaansuu expressed interest in filling the position.
* Mayor Medina noted that the Bainbridge City Council has not had the opportunity to discuss the changes yet.
* Mayor Erickson added that traditionally, the alternate takes the position when the current steps down.
* The Executive Committee will discuss the process for appointing representatives on PSRC Committees and Boards mid-term at their next meeting.

## 9. Corridor Committee Reports

**SR 16 Committee.** Mayor Putaansuu reported that it appears the SR 16 corridor study will produce few desirable practical solutions but that the report is not yet complete.

**SR 305 Committee.** Commissioner Gelder reported that the next meeting for the SR 305 working group is on April 20 at 1pm at Poulsbo City Hall Chambers. On May 8, the working group will meet again to continue to project implementation.

## 10. staff report

**KRCC Income Statement.**

Sophie Glass reported that KRCC has expended 20% of their operating budget and shared that she is working with the County accounting department to better reflect the amount in KRCC reserves in the income statements. Port Gamble Skaallum Tribe confirmed their participation in KRCC, prompting Betsy Daniels, Program Director, to extend the invitation to jurisdictions to meet with KRCC staff to be better oriented within KRCC.

## 11. public comments

No comments.

## 12. krcc board questions, concerns, and announcements

The special Executive Committee meeting on April 3 is cancelled due to a conflicting WCIA meeting. Mayor Erickson reported that the rationale for President Trump removing Russian delegates from Seattle was due to the city’s proximity to military centers in Kitsap. She proposed organizing a tour for King County and Pierce County elected officials to see Kitsap’s military centers in order to provide them with more regional context. Lynn Wall offered to coordinate with Mayor Erickson to organize tours.

## 13. adjourn

*The meeting adjourned at 12:15 PM.*

## attachment a – board members in attendance

|  |  |  |
| --- | --- | --- |
| **Board Member** | **Jurisdiction** | **In Attendance?** |
| Ashby, Bek | City of Port Orchard | ✓ |
| Clauson, John | Kitsap Transit | ✓ |
| Erickson, Becky | City of Poulsbo | ✓ |
| Forsman, Leonard | Suquamish Tribe | ✓ |
| Garrido, Charlotte | Kitsap County | ✓ |
| Gelder, Robert | Kitsap County | ✓ |
| Medina, Kol | Bainbridge Island | ✓ |
| Placentia, Chris | Port Gamble S’Klallam Tribe | ✓ |
| Purser, Rob | Suquamish Tribe |  |
| Putaansuu, Rob | City of Port Orchard | ✓ |
| Schrader, Alan | Naval Base Kitsap | ✓ |
| Stern, Ed | City of Poulsbo | ✓ |
| Stokes, Larry | Port of Bremerton |  |
| Strakeljahn, Axel | Port of Bremerton | ✓ |
| Sullivan, Jeromy | Port Gamble S’Klallam Tribe |  |
| Tirman, Matthew | City of Bainbridge Island |  |
| Wall, Lynn | Naval Base Kitsap | ✓ |
| Wolfe, Ed | Kitsap County | ✓ |

## attachment b – non-member participants

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| **Name** | **Affiliation** |
| **Non-Members** |
| Dennis Engel | Washington State Department of Transportation |
| Roger Gay | South Kitsap Resident |
| Tom Knuckey | Bremerton |
| David Forte | Kitsap County |
| Steffani Lillie | Kitsap Transit |
| Ed Coviello | Kitsap Transit |
| Bryan McConaughy | BMc Consulting |
| Josh Brown  | Puget Sound Regional Council |
| **KRCC Facilitation Team** |
| Betsy Daniels | KRCC Program Director |
| Sophie Glass | KRCC Land Use and Transportation Program Lead |
| Mishu Pham Whipple | KRCC Coordination Lead |