



# Kitsap Regional Coordinating Council

## KRCC Board Meeting Agenda

Draft v. 2-2 -19

**Date:** March 5, 2019

**Time:** 10:15 AM – 12:15 PM

**Place:** Council Chambers, Norm Dicks Government Center, 345 6th Street, Bremerton, WA 98337

### 1. Welcome and Introductions

### 2. Chair's Comments

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### 3. Consent/Action Items:

- Approval of the [2/5/2019 KRCC Board Meeting Summary](#) (vote) Packet Pg 4
- Review of the [2/19/2018 Executive Committee Meeting Summary](#) Packet Pg 12

### 4. Full Discussion/Action Items:

- Update on KRCC liability coverage
- Review [member representation on KRCC Affordable Housing Task Force](#) (AHTF) Packet Pg 15
- Approve the [KRCC Board and Committees roster](#) (vote) Packet Pg 15
- Approve the [Kitsap Representation on PSRC Committees](#) (vote) Packet Pg 16
- Review [2019 KRCC Work Plan Tracker](#) Packet Pg 18
- Report out on new and upcoming jurisdiction policies of interest\*: round robin on comprehensive plan implementation topics

### 5. Presentations

- Monthly member update: Bremerton by Mayor Wheeler (new standing agenda item)\*
- PSRC VISION 2050 Draft SEIS Presentation by Paul Inghram (Forthcoming)
- Puget Sound Clean Air Agency Clean Fuel Standard Presentation by Linda Lyshall (Distributed Separately)
- U.S. Census Bureau Kitsap County 2020 Census Presentation by Lorraine Ralston (Forthcoming)

### 6. KRCC Committee Reports

- Affordable Housing Task Force (AHTF)\*
  - Next [AHTF meeting on March 21](#)
- Transportation Policy Committee (TransPOL) \* Packet Pg 30
  - Next TransPOL meeting on April 18
- Transportation Technical Advisory Committee (TransTAC)\*
  - Next TransTAC meeting on March 14
- Land Use Planning Policy Committee (PlanPOL)\*
  - Activities from [February 21 PlanPOL meeting](#) Packet Pg 31
  - Next PlanPOL meeting on April 18
- Land Use Technical Advisory Committee (LUTAC) \*
  - Activities from [March 14 LUTAC meeting](#)
  - Next LUTAC meeting on May 9 Packet Pg 32

Continued on next page.

The KRCC Board meeting agendas are available prior to the meeting date online at [www.kitsapregionalcouncil.org](http://www.kitsapregionalcouncil.org) and available in large-print format upon request. If you need accessibility accommodations for this public meeting, please contact Sophie Glass at (360) 337-4960 or via email at [sglass@kitsapregionalcouncil.org](mailto:sglass@kitsapregionalcouncil.org) by 12 PM on the Wednesday before the meeting.

**7. PSRC Board and Committee Reports**

- [PSRC Committees and Boards Report and other updates](#)\*
  - PSRC Executive Board
  - Growth Management Policy Board
  - Transportation Policy Board
  - Economic Development District Board

Packet Pg 33

**8. Corridor Committee Reports**

- SR 16 Committee\*
- SR 305 Committee\*
- SR 104 Committee\*

**9. Staff Report**

- [2018 KRCC Income Statement](#)\*
- [2019 KRCC Income Statement](#)\*

Packet Pg 35

Packet Pg 36

**10. Public Comments**

**11. KRCC Board Questions, Concerns, and Announcements**

**12. Adjourn**

\* Standing agenda item

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# Kitsap Regional Coordinating Council

## Draft 2019 Meeting Schedule

Draft v.2-18-19

|                |   | January  | February                                      | March  | April  | May  | June  | July                                  | August  | September                                      | October                                       | November                                      | December                                      |
|----------------|---|--|---|--|--|--|---|---------------------------------------|---|--|---|---|---|
| Executive      | <b>Board*</b><br>1 <sup>st</sup> Tues.<br>10:15AM-12:15PM<br>Norm Dicks Gov. Center   | <b>Jan. 1</b><br>(cancelled)                               | <b>Feb. 5</b><br>Board Meeting                | <b>March 5</b><br>Board Meeting                      | <b>April 2</b><br>Board Meeting                | <b>May 7</b><br>Board Meeting                | <b>June 4</b><br>Board Meeting                | <b>July 2</b><br>Board Meeting        |   | <b>Sept. 3</b><br>Board Meeting                | <b>Oct. 1</b><br>Board Meeting                | <b>Nov. 5</b><br>Board Meeting                | <b>Dec 3</b><br>Board Meeting                 |
|                | <b>Executive Committee</b><br>3 <sup>rd</sup> Tues.<br>12:30-2:30PM<br>Kitsap Transit | <b>Jan. 15</b><br>Executive Committee Meeting              | <b>Feb. 19</b><br>Executive Committee Meeting | <b>March 19</b><br>Executive Committee Meeting       | <b>April 16</b><br>Executive Committee Meeting | <b>May 21</b><br>Executive Committee Meeting | <b>June 18</b><br>Executive Committee Meeting |                                       | <b>Aug. 20</b><br>Executive Committee Meeting | <b>Sept. 17</b><br>Executive Committee Meeting | <b>Oct. 15</b><br>Executive Committee Meeting | <b>Nov. 19</b><br>Executive Committee Meeting | <b>Dec. 17</b><br>Executive Committee Meeting |
|                | <b>Affordable* Housing Task Force</b><br>Various                                      | <b>Jan. 8</b><br>10:15AM-12:15PM<br>Norm Dicks Gov. Center |   | <b>March 21</b><br>10:15AM-12:15PM<br>Kitsap Transit |  | <b>May 16</b><br>Time & Location TBD         |   | <b>July 18</b><br>Time & Location TBD |   | <b>Sept. 19</b><br>Time & Location TBD         |   |   |   |
| Transportation | <b>TransPOL*</b><br>3 <sup>rd</sup> Thurs.<br>3:15-4:45PM<br>Kitsap Transit           |  |   |  | <b>April 18</b><br>TransPOL Meeting            |  |   | <b>July 18</b><br>TransPOL Meeting    |   |  | <b>Oct. 17</b><br>TransPOL Meeting            |   |   |
|                | <b>TransTAC</b><br>2 <sup>nd</sup> Thurs.<br>12:30-2:30PM<br>Kitsap Transit           |  |   | <b>March 14</b><br>TransTAC Meeting                  |  |  | <b>June 13</b><br>TransTAC Meeting            |                                       |   | <b>Sept. 12</b><br>TransTAC Meeting            |   |   | <b>Dec. 12</b><br>TransTAC Meeting            |
| Land Use       | <b>PlanPOL*</b><br>3 <sup>rd</sup> Thurs.<br>1:30-3:00PM<br>Kitsap Transit            |  | <b>Feb. 21</b><br>PlanPOL Meeting             |  | <b>April 18</b><br>PlanPOL Meeting             |  | <b>June 20</b><br>PlanPOL Meeting             |                                       | <b>Aug. 15</b><br>PlanPOL Meeting             |  | <b>Oct. 17</b><br>PlanPOL Meeting             |   | <b>Dec. 19</b><br>PlanPOL Meeting             |
|                | <b>LUTAC</b><br>2 <sup>nd</sup> Thurs.<br>9:30-11:30AM<br>Poulsbo City Hall           | <b>Jan. 10</b><br>LUTAC Meeting                            |   | <b>March 14</b><br>LUTAC Meeting                     |  | <b>May 9</b><br>LUTAC Meeting                |   | <b>July 11</b><br>LUTAC Meeting       |   | <b>Sept. TBD</b><br>LUTAC Meeting              |   | <b>Nov. 14</b><br>LUTAC Meeting               |   |

\*Open to the public

### Other Dates

Board Retreat:

Legislative Reception:



# Kitsap Regional Coordinating Council

## Kitsap Regional Coordinating Council (KRCC)

### Draft Board Meeting Summary

February 5, 2019 | 10:15 AM – 12:15 PM

Norm Dicks Government Center, Bremerton, WA

Version 2-13-19

| Decisions   |              |          |
|---|--------------|----------|
| The KRCC Board approved: <ul style="list-style-type: none"><li>12/4/18 KRCC Board meeting summary</li></ul> |              |          |
| Actions   | Who?         | Status   |
| Upload the 12/4/18 KRCC Board meeting summary to the KRCC website.  | KRCC staff   | Complete |
| Update the 2019 KRCC Meeting Calendar to resolve formatting issues.   | KRCC staff   | Complete |
| Send names of representatives to Chair Erickson   | KRCC members | Ongoing  |
| Update the KRCC Board and Committees roster   | KRCC staff   | Complete |
| Update the Kitsap Representation on PSRC Committees roster  | KRCC staff   | Ongoing  |
| Get the Navy's presentation given to the Kitsap Economic Development Association and distribute to Board.   | KRCC staff   | Ongoing  |
| Add Mayor Wheeler to the appropriate committees listed on the PSRC Monthly Update                           | KRCC staff   | Complete |

## 1. WELCOME AND INTRODUCTIONS

KRCC Chair Becky Erickson 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. PRESENTATIONS

Captain Schrader gave a presentation to the Board regarding Naval Base Kitsap's economic impact and role in the Kitsap and regional community.

[View Naval Base Kitsap presentation here.](#)

Questions to the Captain following the presentation included:

- Mayor Erickson asked how the Navy could be helpful in improving the congestion at Gorst.
  - Captain Schrader responded that because the Navy's rail bridge is related to the logistical issue of getting people through Gorst, integrating the Navy into the planning process is crucial to providing the largest possible work window while still allowing the Navy to operate effectively.
- Commissioner Wolfe asked if it was possible to obtain the slides for the presentation that Captain Schrader gave to the Kitsap Economic Development Alliance (KEDA) since it was an



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extended version of the one given to the KRCC Board. He also asked whether there was any other operation in the country doing what the Navy does in Kitsap.

- Captain Schrader explained that Naval Base Kitsap is a unique operation in terms of its facilities, features, and strategic services.
- Commissioner Gelder asked whether there were similar fume mitigations requirements for the various upcoming projects such as for the Manchester Tank Replacement.
  - Captain Schrader explained that fume mitigation is one of the many challenges of the tank farm replacement. All projects have three main considerations including: financing the project, environmental requirements, and Tribal treaty rights.
- Mayor Wheeler noted that the City of Bremerton had recently been making a more intentional effort to communicate with its partners, such as the Navy.
  - Captain Schrader added that one of the benefits of jurisdictions working with the Navy is finding opportunities to receive federal money for projects in local communities that also benefit the Navy.
- Mayor Erickson shared that from her experience at Puget Sound Regional Council (PSRC), there is a disconnect with other jurisdictions in the region, particularly King County, about the size and complexity of military bases in Kitsap County. She would like to invite elected leaders from King County to visit the Navy to learn more.
  - Captain Schrader shared that he is aware of the disconnect that exists in regard to the impact of the Navy in the region and welcomes coordination to have guests tour the bases on Kitsap.
- Commissioner Garrido supported the idea of a tour and emphasized the Navy's economic impact on the region.
- Director Clauson asked the Captain to speak to the relationship between the facilities in Kitsap and Base Realignment and Closure (BRAC) actions?
  - In 2004 when two bases were combined in Bremerton and Bangor, they made the 3<sup>rd</sup> largest Naval Base in the U.S. The base will certainly be in the Kitsap for years to come.

### 3. CHAIR'S COMMENTS

**KRCC Board 2019.** Chair Erickson welcomed the City of Bremerton back to KRCC. City of Bremerton representatives on the KRCC Board are Mayor Greg Wheeler, Councilmember Leslie Daugs, and Councilmember Michael Goodnow. Chair Erickson thanked Mayor Wheeler, Bremerton Council President Eric Younger, Commissioner Charlotte Garrido, and Mayor Rob Putaansuu for being integral in Bremerton rejoining KRCC. Chair Erickson would like to have jurisdictions share highlights at each monthly KRCC Board meeting to help each other stay informed.

**Draft KRCC 2019 Meeting Calendar.** Staff noted that the Land Use Technical Advisory Committee and the Kitsap Planning Directors Forum (KPDF) have been combined to be one committee, since the KPDF is no longer needed as a separate committee now that Bremerton is back in KRCC.



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**January 8 Affordable Housing Task Force (AHTF).** Chair Erickson shared that the AHTF had their first meeting on January 8. The committee will be taking up policy level discussions through the end of the year. Chair Erickson asked Board members to confirm their jurisdiction's representation on the AHTF prior to the March 21 meeting.

**Proposed KRCC Annual Reference Manual including updated Bylaws.** The 2019 KRCC Reference Manual was distributed digitally with the Board meeting materials and is also available on the KRCC website. Note that due to the volume of documents in the manual, one is likely to be out of date at any given time. Therefore, the manual will be updated annually.

### 4. CONSENT ACTION ITEMS

**Approval of the 12/4/2018 KRCC Board meeting summary.** Councilmember Ashby moved to approve the 12/4/18 Board meeting summary. Commissioner Strakeljahn seconded. The motion carried without opposition or abstention.

### 5. FULL DISCUSSION ITEMS

**Washington Cities Insurance Authority (WCIA) coverage update.** KRCC staff shared that the Executive Committee submitted a notice to withdrawal from WCIA effective January 1, 2020. WCIA offers many valuable trainings but has several requirements to participate. The Executive Committee is considering liability coverage for KRCC from AWC Liability Risk Management Service Agency due to its competitive rates and limited requirements to participate. As a Council of Government, KRCC is required to have liability insurance. There is a 5 year waiting period before reentry into WCIA is accepted. Mayor Erickson has also reached out to explore other liability options. The Executive Committee is in the process of developing a proposal for the KRCC Board to review in March.

**Review the KRCC Board and Committees roster (vote in March).** The Board provided updates on representation on KRCC Committees. Poulsbo Councilmember Connie Lord will be replacing Councilmember Nystul as the alternate for Poulsbo on PlanPOL. Tom Knuckey and Shane Weber will represent Bremerton on TransTAC. Jurisdictions should provide additional revisions to the roster to KRCC staff.

**Review Kitsap Representation on PSRC Committees (vote in March).** The Board provided updates on representation on PSRC Committees. Mayor Greg Wheeler should be added as the Bremerton representative for the Economic Development District Board (EDD), the Executive Board, and the Transportation Policy Board, with Councilmember Kevin Gorman as the alternate to those boards. Commissioner Gelder reported that Jim Bolger would be the alternate for Kitsap County on the Regional Staff Committee. KRCC staff emphasized the importance of having an accurate roster for PSRC because of PSRC's protocols regarding participation and seating based on the committee roster.

**Report out on new and upcoming jurisdiction policies of interest: round robin on comprehensive plan implementation topics.** The Board made the following comments regarding policies of interest:

- Mayor Medina shared that the Bainbridge City Council will discuss whether the city should support affordable housing by donating a particular piece of property worth approximately \$4 million or to sell it at 50% market rate. He asked whether other jurisdictions had experience donating property outright to support the need for affordable housing. He clarified that





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Bainbridge defined affordable housing as between (30-120%) of the area median income (AMI) and that it would not be managed by the City. Eventually, the City will need to decide how many units will go on the property.

- Chair Erickson shared that Poulsbo is expecting requests for public properties in the future.
  - Commissioner Gelder noted that although the County has property, most of it is in rural areas that do not have the appropriate zoning or services for housing.
  - Commissioner Garrido shared that she recently toured a tiny house village in West Seattle where residents build additional tiny homes for other properties on site.
  - Mayor Wheeler shared that Bremerton has an affordable housing project but that it was not a gift from the City.
- Mayor Medina also shared that the City of Bainbridge has made changes to the land use permitting procedures, giving the Design Board and Planning Commission more oversight in permitting. The City also replaced their subdivision code with “conservation” code that concentrates open space and units on subdivisions. Bike lanes are also being added to the Bainbridge ferry terminal, with construction beginning in the Spring.
- Chair Erickson shared that Poulsbo is working with Water Resource Inventory Areas (WRIAs) on watershed planning. Watershed planning will be an interesting challenge since watersheds transcend jurisdiction lines.
- Commissioner Garrido shared that the County has been doing outreach in the Harper community regarding the estuary functions.
- Mayor Putaansuu shared that sidewalks in Tremont are being poured, a preconstruction meeting for the pocket park on the waterfront is upcoming, and that the Planning Commission is looking at revising code to incentivize more housing type options.
- Commissioner Gelder shared that conversations at the County regarding plastic bag bans are continuing in parallel with the proposed plastic bag ban in the legislature. The County is also discussing potential code for short term vacation rentals to mitigate impacts on neighborhoods.
- Commissioner Wolfe shared that the County has signed on to a class action suit with other jurisdictions with regard to pharmaceutical companies’ liability for opioid addictions related to fentanyl.
  - Mayor Erickson and Mayor Medina expressed interest in signing the suit as well.
  - Mayor Wheeler noted that the City of Bremerton has been able to fully staff its police department, increase its bicycle patrols, and fund addiction stabilization programs.
- Mayor Wheeler also shared that the City received a letter from Quincy Jones in response to the naming of Quincy Square.
- Commissioner Strakeljahn shared that the Port of Bremerton has an aggressive capital project plan this year and plans to update its economic impact report.
- Councilmember Ashby acknowledged that the Port Orchard Police Chief is retiring.



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- Lynn Wall shared that the Navy is working with local jurisdictions to coordinate requests for funding to the legislature for Gorst projects. Additionally, the USS Carl Vinson has arrived for maintenance. Crew member are excited to join the community and are seeking volunteer opportunities. Please contact Naval Base Kitsap to share information on volunteer opportunities.
- Councilmember Jay Mills shared that the Suquamish Tribe had a meeting with WSDOT and casino management regarding the proposed roundabout and bridge. The Tribe's Administration Department has brought on a new Executive Director.
- Councilmember Tirman shared that the donation of land serves the purpose of Bainbridge having a community land trust so that the property is permanently affordable. Additionally, Bainbridge Island has increased its car tab fees by \$10.

### 6. KRCC COMMITTEE REPORTS

**The next TransPOL meeting is on April 18.**

**The next TransTAC meeting is on March 14.**

**The next PlanPOL meeting is on February 21.** This will be PlanPOL's first meeting since October 2018. PlanPOL will review proposed updates to Element C: Centers of Growth update, discuss the 2019 KRCC Land Use Program work plan, and discuss the draft VISION 2050 EIS. LUTAC has not yet reached consensus on the proposed CPPs.

**The next LUTAC meeting is on March 14.** At their January 10 meeting the Planning Directors discussed the 2019 KRCC Land Use Program work plan and any scheduling conflicts for 2019.

**Activities from January 10 Kitsap Planning Directors Forum meeting.** A separate committee for the planning directors is no longer needed now that Bremerton is back in KRCC. Therefore, the KPDP is conducting its work through LUTAC. At their last meeting, KPDP continued updating Element C: Centers of Growth for the CPPs.

### 7. PSRC BOARD AND COMMITTEE REPORTS

**PSRC Committees and Boards Report and other updates:**

**Executive Committee.** Commissioner Garrido is looking forward to discussions on aviation and space exploration.

**Growth Management Policy Board.** Commissioner Wolfe reported that Kitsap County strongly opposed PSRC creating additional guidance on oversight of UGA sizing. He added that Kitsap needs to take a strong position with the legislature on removing obstacles to logical transition of government as it relates to annexations.

**Transportation Policy Board.** Mayor Erickson shared that there is an upcoming presentation from WSDOT and Washington State Ferries (WSF). The committee is prepared to discuss the project selection process for the next federal funding cycle.





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**Economic Development Board.** Commissioner Strakeljahn shared that the Board meets tomorrow.

Chair Erickson also shared that a group of elected officials are meeting at the end of February to discuss how their voices could be heard more at PSRC. Mayor Wheeler shared that there is a strong push at PSRC to put an environmental component in the Growth Management Planning Policies beyond what the EPA requires for environmental impacts. Jurisdictions should be aware that they may need to consider how to pay for this particular kind of planning.

## 8. CORRIDOR COMMITTEE REPORTS

**SR 16 Committee.** Commissioner Gelder shared that Senator Hobbes developed an initial list of transportation projects as well as a funding bill. Jurisdictions are developing list of transportation projects to show the legislature the need for transportation funding.

**SR 305 Committee.** Commissioner Gelder shared that the next meeting is tentatively set for February 26.

**SR 104 Committee.** Commissioner Gelder reported that the committee last met in early January. Advocates from Kingston are advocating at the legislature for funding. Commissioner Gelder hopes to expand the scope of this committee to SR 304.

## 9. STAFF REPORT

### **KRCC Revenue and Expense Report.**

The final 2018 KRCC Revenue and Expense Report will be provided at the next meeting, as Q4 items are reconciled in the meantime.

KRCC Staff also shared that they are working to update the KRCC website and a variety of documents to indicate Bremerton's participation on KRCC.

## 10. PUBLIC COMMENTS

Roger Gay from South Kitsap thanked KRCC staff for the accessibility of resources on the KRCC website. He noted that it would be useful to know which Board members are voting members versus non-voting members, particularly on documents. He also encouraged the Board to help the public understand that changes are coming to their communities due to increasing access to high capacity transit. Lastly, he encouraged exploration of how the Navy's extensive railroads could be used to support public transportation.

## 11. KRCC BOARD QUESTIONS, CONCERNS, AND ANNOUNCEMENTS

Chair Erickson shared that Poulsbo will be honoring Sami National Day on February.

## 12. ADJOURN

*The meeting adjourned at 12:05 PM*



# Kitsap Regional Coordinating Council

## ATTACHMENT A – BOARD MEMBERS IN ATTENDANCE

| Board Member        | Jurisdiction                | In Attendance? |
|---------------------|-----------------------------|----------------|
| Ashby, Bek          | City of Port Orchard        | ✓              |
| Clauson, John       | Kitsap Transit              | ✓              |
| Daug, Leslie        | City of Bremerton           |                |
| Erickson, Becky     | City of Poulsbo             | ✓              |
| Forsman, Leonard    | Suquamish Tribe             |                |
| Garrido, Charlotte  | Kitsap County               | ✓              |
| Gelder, Robert      | Kitsap County               | ✓              |
| Goodnow, Michael    | City of Bremerton           | ✓              |
| Medina, Kol         | Bainbridge Island           | ✓              |
| Mills, Luther “Jay” | Suquamish Tribe             | ✓              |
| Nystul, Gary        | City of Poulsbo             | ✓              |
| Placentia, Chris    | Port Gamble S’Klallam Tribe |                |
| Purser, Rob         | Suquamish Tribe             |                |
| Putansuu, 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           | ✓              |
| Wheeler, Greg       | City of Bremerton           | ✓              |
| Wolfe, Ed           | Kitsap County               | ✓              |



## Kitsap Regional Coordinating Council

### ATTACHMENT B – NON-MEMBER PARTICIPANTS

| Name                          | Affiliation   |
|-------------------------------|---|
| <b>Non-Members</b>            |   |
| Roger Gay                     | Resident  |
| Melissa Mohr                  | Kitsap County   |
| David Forte                   | Kitsap County   |
| Dennis Engel                  | Washington State Department of Transportation (WSDOT) |
| Mark Yand                     | Parametrix  |
| <b>KRCC Facilitation Team</b> |   |
| Betsy Daniels                 | KRCC Program Director                                 |
| Mishu Pham Whipple            | KRCC Coordination Lead                                |
| Kizz Prusia                   | KRCC Land Use Coordinator                             |



# Kitsap Regional Coordinating Council

## KRCC Executive Committee Meeting Draft Summary

Draft v. 2-21-19

**Date:** February 19, 2019

**Time:** 12:30 - 2:30 P.M.

**Place:** Kitsap Transit, Bremerton

**Members in Attendance:** Mayor Erickson, Commissioner Strakeljahn, Mayor Medina, Mayor Wheeler, Councilmember Ashby, Commissioner Garrido (invited)

| Decisions  |                     |          |
|--|---------------------|----------|
| The KRCC Executive Committee: <ul style="list-style-type: none"><li>• Approved Triangle Associates' January 2019 invoice</li><li>• Approved the legal services invoice for 2019</li><li>• Assigned KRCC staff as the 2019 WCIA delegates</li></ul> |                     |          |
| Actions  | Who?                | Status   |
| Conduct further research into liability coverage options.  | Councilmember Ashby | Ongoing  |
| Provide a list of WCIA trainings to Executive Committee.   | KRCC staff          | Ongoing  |
| Add Work Plan Item 11: <i>Improve Communications with the public</i> to the Board agenda.  | KRCC staff          | Complete |
| Receive confirmation from KRCC members on representation on AHTF Committee   | Mayor Erickson      | Ongoing  |
| Develop a calendar of potential KRCC Board Retreat dates in late July.   | KRCC staff          | Ongoing  |
| Add Vibe Coworks and Suquamish Clearwater meeting space to the list of potential venues.   | KRCC staff          | Ongoing  |
| Research the outcomes of Snohomish County Tomorrow's growth allocation workshop and connect with a growth allocation facilitator in Clark County.  | KRCC staff          | Ongoing  |
| Reach out to Eric Baker regarding VISION 2050 questions to consider.   | KRCC staff          | Ongoing  |
| Add KRCC Member Update Presentation to the Board meeting agenda.   | KRCC staff          | Complete |

### 1. Administrative Agenda

- Approval of Triangle Associates' invoice from January 2019: KRCC Executive Committee members approved Triangle Associates' invoice from January 2019 for \$15,356.90
- Approval of the 2018 Q4 Legal Services invoice: The committee approved the invoice of \$822.80 for Q4 legal services.
- Annual Contractor Evaluation Form feedback: Mayor Erickson reported that respondents are satisfied with Triangle's work.
- Legal Services and Fiscal Services MOUs: KRCC Staff reported that both signed agreements have been received.

### 2. KRCC Liability Coverage

- Comparison chart of liability coverage: Coverage through AWC Risk Management Service Agency is provided at a lower rate with less stringent requirements. The Executive Committee will wait to make a recommendation to the Board since the deadline for enrollment is not until September. Councilmember Ashby will conduct more research into coverage options.

- 2019 WCIA delegates: The committee assigned KRCC staff as the 2019 WCIA delegates. Sophie Glass will be the primary delegate and Mishu Pham-Whipple will be the alternate delegate. Staff will provide a list of WCIA trainings to the Executive Committee.

### **3. KRCC 2019 Work Plan**

- Review the KRCC 2019 Work Plan Status Tracker: KRCC staff reviewed several items that required discussion of the Executive Committee. Below are key takeaways:
  - Item 10: An item has been added under the Administrative Program to call out the work required to maintain administrative documents and agreements such as the ILA, Bylaws, Policies and Procedures, and MOUs.
  - Item 11: *Improve Communications with the public* should be brought to the Board for discussion on what strategy KRCC would pursue to meet this goal.
  - Item 21: *Ensure messaging consistency between policy and technical committees* has been updated to indicate that KRCC staff, rather than LUTAC members, will serve as the liaison to the Board.
  - Item 22: *Form ad-hoc affordable housing committee* has been updated to remove LUTAC's role on the committee.
  - Item 23: *Institute metrics and a process to confirm whether jurisdictions' comprehensive plans are performing as desired* has been removed.
  - Item 30: *Ensure messaging consistency between policy and technical committees* has been updated to indicate that KRCC staff, rather than TranSTAC members, will serve as the liaison to the Board.

### **4. 2019 KRCC Board Retreat**

- Timing and venue: KRCC staff will work with administrative teams to identify possible dates in late July. Staff will also research the Vibe Coworking space in Poulsbo and the Clearwater resort meeting space.
- Purpose of retreat: The committee discussed whether the Board retreat should be used to conduct a growth allocation workshop. The intent would be to develop a process for making decisions about growth allocations in the future. The Board had approved a placeholder for funds for a specialist in growth allocations to facilitate the workshop. The collaborative approach to allocating growth would influence decisions about infrastructure. However, some were hesitant to develop a process to make decisions without having comprehensive data on projected growth. KRCC Staff will look into what the outcomes were of Snohomish County Tomorrow's growth allocation workshop. Staff will also connect with a growth allocation facilitator in Clark County.

### **5. Proposed presentations to the KRCC Board at March 5 meeting**

The Executive Committee approved the proposed presentations.

- 2020 Census: The intent of the presentation is to provide information on the upcoming census and encourage jurisdictions to establish a Complete Count Committee to help promote the census and ensure every person in Kitsap is counted.
- Puget Sound Clean Air Agency: Clean Fuel Standard Part 2: The presentation would be a continuation of the agency's presentation last November and share preliminary results of the Kitsap Winter Fine Particle Pollution Study.
- PSRC VISION 2050 Draft SEIS: The presentation would provide an overview of the draft SEIS, including considerations for developing a Regional Growth Strategy, provide an update to the Board on the planning process, and explain how KRCC can be involved. KRCC staff will reach out to Eric Baker about questions the Board should be considering.
- KRCC member updates: Proposed by Mayor Erickson at the last Board meeting, these monthly updates from KRCC members would improve coordination and familiarity among members.

Mayor Wheeler agreed to provide a 10-15 minute presentation on City of Bremerton updates for the March meeting.

**6. Transportation Items**

- The next TransPOL meeting on April 18.
- TransTAC meeting on March 14: KRCC staff is working with technical staff to develop cross jurisdictional agenda topics for the next meeting.

**7. Land Use Items**

- Next Affordable Housing task Force meeting on March 21: Kizz will be meeting with Mayor Erickson to develop the agenda.
- Next LUTAC meeting on March 14: LUTAC will continue developing the amendments to the CPPs. KRCC staff have developed a memo for PlanPOL regarding the challenge that LUTAC is having with coming to consensus on the CPP amendments.
- Next PlanPOL meeting on February 21: The first PlanPOL meeting of 2019 will hear an update on the VISION 2050 SEIS process and discuss the next steps for the CPP amendments.

**8. February 5, 2019 KRCC Board Meeting Agenda and Packet**

- Review the draft 3/5 KRCC Board meeting agenda: In addition to the four presentations to the Board, the Board will also approve the KRCC and PSRC Committee rosters.
- Review the draft 2/5 KRCC Board meeting summary: No comments were provided.

**9. Adjourn**



DRAFT KRCC 2019 Committee Roster v.2-21-19

| Jurisdiction (alphabetical)        | KRCC Board                             | KRCC (AHTF)                    | PlanPOL                               | TransPOL                               | LUTAC                 | TransTAC                    |
|------------------------------------|--|--------------------------------|---------------------------------------|--|-----------------------|-----------------------------|
| <b>Bainbridge Island</b>           |  |                                |                                       |  |                       |                             |
|                                    | Mayor Kol Medina                       | Mayor Kol Medina               | Councilmember Rasham Nassar           | Councilmember Matthew Tirman           | Gary Christensen      | Barry Loveless              |
|                                    | Councilmember Matthew Tirman           | Councilmember Matthew Tirman   | Councilmember Ron Peltier (alternate) | Mayor Kol Medina (alternate)           | Jennifer Sutton       | Chris Hammer (alternate)    |
| <b>Bremerton</b>                   |  |                                |                                       |  |                       |                             |
|                                    | Mayor Greg Wheeler                     | Mayor Greg Wheeler             | Mayor Greg Wheeler                    | Mayor Greg Wheeler                     | Andrea Spencer        | Tom Knuckey                 |
|                                    | Councilmember Leslie Daus              | Councilmember Leslie Daus      | Councilmember Leslie Daus (alternate) | Councilmember Leslie Daus (alternate)  |                       | Shane Weber (alternate)     |
|                                    | Councilmember Michael Goodnow          |                                |                                       |  |                       |                             |
| <b>Kitsap County</b>               |  |                                |                                       |  |                       |                             |
|                                    | Commissoiner Ed Wolfe                  | Commissioner Ed Wolfe          | Commissioner Ed Wolfe                 | Commissioner Charlotte Garrido         | Jim Bolger            | David Forte                 |
|                                    | Commissioner Robert Gelder             | Commissioner Charlotte Garrido | Commissioner Rob Gelder (alternate)   | Commissioner Robert Gelder (alternate) | Dave Ward (alternate) | Andrew Nelson               |
|                                    | Commissioner Charlotte Garrido         |                                |                                       |  |                       | Jeff Shea (alternate)       |
| <b>Kitsap Transit</b>              |  |                                |                                       |  |                       |                             |
|                                    | John Clauson                           |                                | John Clauson                          | John Clauson                           | Edward Coviello       | Steffani Lillie             |
|                                    |  |                                |                                       |  |                       | Ed Coviello (alternate)     |
| <b>Naval Base Kitsap</b>           |  |                                |                                       |  |                       |                             |
|                                    | Captain Alan Schrader                  |                                | Lynn Wall                             | Lynn Wall                              | Lynn Wall             | Lynn Wall                   |
|                                    | Lynn Wall                              |                                |                                       |  |                       |                             |
| <b>Port Gamble S'Klallam Tribe</b> |  |                                |                                       |  |                       |                             |
|                                    | Chris Placentia                        |                                |                                       |  | Barrett Schmanska     |                             |
|                                    | Jeromy Sullivan                        |                                |                                       |  | Chris Placentia       |                             |
| <b>Port of Bremerton</b>           |  |                                |                                       |  |                       |                             |
|                                    | Commissioner Axel Strakeljahn          |                                | Commissioner Axel Strakeljahn         | Commissioner Axel Strakeljahn          |                       | Fred Salisbury              |
|                                    | Commissioner Larry Stokes (alternate)  |                                | Commissioner Cary Bozeman (alternate) | Commissioner Cary Bozeman (alternate)  |                       |                             |
| <b>Port Orchard</b>                |  |                                |                                       |  |                       |                             |
|                                    | Mayor Rob Putaansuu                    | Mayor Rob Putaansuu            | Mayor Rob Putaansuu                   | Councilmember Bek Ashby                | Nick Bond             | Mark Dorsey                 |
|                                    | Councilmember Bek Ashby                | Councilmember Bek Ashby        | Councilmember Bek Ashby (alternate)   | Councilmember Jay Rosapepe (alternate) |                       |                             |
|                                    | Councilmember Jay Rosapepe (alternate) |                                |                                       |  |                       |                             |
| <b>Poulsbo</b>                     |  |                                |                                       |  |                       |                             |
|                                    | Mayor Becky Erickson                   | Mayor Erickson                 | Mayor Becky Erickson                  | Mayor Becky Erickson                   | Karla Boughton        | Andrzej Kasiniak            |
|                                    | Councilmember Ed Stern                 |                                | Councilmember Connie Lord (alternate) | Councilmember Gary Nystul (alternate)  |                       | Diane Lenius                |
|                                    | Councilmember Gary Nystul (alternate)  |                                |                                       |  |                       | Michael Bateman (alternate) |
| <b>Suquamish Tribe</b>             |  |                                |                                       |  |                       |                             |
|                                    | Leonard Forsman                        |                                | Leonard Forsman                       | Leonard Forsman                        | Alison O’Sullivan     | Alison O’Sullivan           |
|                                    | Luther "Jay" Mills                     |                                | Luther "Jay" Mills (alternate)        | Luther "Jay" Mills (alternate)         |                       |                             |
| <b>Other</b>                       |  |                                |                                       |  |                       |                             |
| PSRC                               |  |                                | Paul Inghram                          | Kelly McGourty                         | Paul Inghram          | Kelly McGourty              |
| WSDOT                              | Steve Roark                            |                                |                                       | JoAnn Schueler                         | Joseph Coppo          | Dennis Engel                |
| WSDOT                              | JoAnn Schueler (alternate)             |                                |                                       | Dennis Engel (alternate)               |                       | Theresa Turpin (alternate)  |
| WSDOT                              |  |                                |                                       |  |                       | Ray Deardorf                |
| WA Dept. of Commerce               |  |                                |                                       |  | Ike Nwandwo           |                             |

# Draft Puget Sound Regional Council (PSRC) and Corridor Committee Appointments for the Kitsap Regional Coordinating Council (KRCC)

Draft v.2-21-19

Below is a draft list of KRCC appointees on PSRC Boards. This list also includes KRCC appointees on corridor committees.

|                     | Jurisdiction                                     | Representative               | Alternate(s)                       |
|---------------------|--|------------------------------|------------------------------------|
| PSRC Boards         | <b>Economic Development District Board (EDD)</b> |                              |                                    |
|                     | Kitsap County                                    | Charlotte Garrido            | Ed Wolfe                           |
|                     | Kitsap Other Cities                              | Ed Stern (Poulsbo)           | Shawn Cucciardi (Port Orchard)     |
|                     | Suquamish Tribe                                  | Leonard Forsman              | Luther "Jay" Mills                 |
|                     | Port of Bremerton                                | Axel Strakeljahn             | Cary Bozeman; Larry Stokes         |
|                     | Bremerton  | Greg Wheeler                 | Kevin Gorman                       |
|                     | <b>Executive Board</b>                           |                              |                                    |
|                     | Kitsap County                                    | Charlotte Garrido            | Rob Gelder                         |
|                     | Kitsap Other Cities                              | Becky Erickson (Poulsbo)     | Rob Putaansuu (Port Orchard)       |
|                     | Port of Bremerton                                | Cary Bozeman                 | Axel Strakeljahn; Larry Stokes     |
|                     | Bremerton  | Greg Wheeler                 | Kevin Gorman                       |
|                     | <b>Growth Management Policy Board (GMPB)</b>     |                              |                                    |
|                     | Kitsap County                                    | Ed Wolfe                     | Charlotte Garrido                  |
|                     | Kitsap Other Cities                              | Rob Putaansuu (Port Orchard) | Ron Peltier (Bainbridge Island)    |
|                     | Suquamish Tribe                                  | Rob Purser                   | Tom Ostrom                         |
|                     | Bremerton  | Greg Wheeler                 | Kevin Gorman                       |
|                     | <b>Operations Committee (OC)</b>                 |                              |                                    |
|                     | Kitsap County/Cities*                            | Becky Erickson (Poulsbo)     | Rob Gelder (Kitsap County)         |
|                     | Port of Bremerton                                | Cary Bozeman                 |                                    |
|                     | <b>Transportation Policy Board</b>               |                              |                                    |
|                     | Kitsap County                                    | Rob Gelder                   | Charlotte Garrido                  |
|                     | Other Cities                                     | Bek Ashby (Port Orchard)     | Matthew Tirman (Bainbridge Island) |
|                     | Kitsap Transit                                   | Becky Erickson               | John Clauson                       |
|                     | Ports  | (filled)                     | Cary Bozeman                       |
|                     | Suquamish Tribe                                  | Luther "Jay" Mills           | Vacant                             |
|                     | Bremerton  | Greg Wheeler                 | Kevin Gorman                       |
|                     | <b>Rotating Alternate</b>                        |                              |                                    |
|                     | Other Cities (for Policy Boards)                 | Bek Ashby                    |                                    |
| Corridor Committees | <b>SR 305</b>                                    |                              |                                    |
|                     | Kitsap County                                    |                              | Rob Gelder                         |
|                     | Poulsbo  |                              | Becky Erickson                     |
|                     | Suquamish Tribe                                  |                              | Leonard Forsman                    |
|                     | Kitsap Transit                                   |                              | John Clauson                       |
|                     | Bainbridge Island                                |                              | Kol Medina                         |
|                     | <b>SR 16</b>                                     |                              |                                    |
|                     | Kitsap County                                    |                              | Charlotte Garrido                  |
|                     | Port Orchard                                     |                              | Bek Ashby                          |
|                     | Port of Bremerton                                |                              | Axel Strakeljahn                   |
|                     | Kitsap Transit                                   |                              | John Clauson                       |
|                     | <b>SR 104</b>                                    |                              |                                    |
|                     | TBD  |                              | TBD                                |

\*Selected from PSRC Executive Board meetings

**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                        | Jeff Shea                            |
| Bremerton  | Tom Knuckey                        | Shane Weber                          |
| Other Cities   | Barry Loveless (Bainbridge Island) | Chris Hammer (Bainbridge Island)     |
| <b>Regional FTA Caucus</b>                                 |                                    |                                      |
| Kitsap Transit   | Steffani Lillie                    | Jeff Davidson                        |
| <b>Regional Project Evaluation Committee</b>               |                                    |                                      |
| Kitsap Other Cities  | Mark Dorsey (Port Orchard)         | Diane Lenius (Poulsbo)               |
| Kitsap County  | David Forte                        | Jeff Shea                            |
| Port of Bremerton  | Fred Salisbury                     | Arne Bakker                          |
| Bremerton  | Tom Knuckey                        |                                      |
| Kitsap Transit   | Steffani Lillie                    | Jeff Davidson                        |
| <b>Regional Staff Committee</b>                            |                                    |                                      |
| Kitsap County  | Eric Baker                         | Jim Bolger                           |
| Other Cities   | Nick Bond (Port Orchard)           | Gary Christensen (Bainbridge Island) |
| At Large   | Karla Boughton (Poulsbo)           | Gary Christensen (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  | Linda Fulton                       | Shane Weber                          |
| 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                        |

# Kitsap Regional Coordinating Council

## 2019 Work Plan Status Tracker

*Draft v. 2-21-19*





## Kitsap Regional Coordinating Council

### Kitsap Regional Coordinating Council 2019 Work Plan Status Tracker

#### **Purpose:**

The purpose of this document is to show the progress on the initiatives, activities and tasks the Kitsap Regional Coordinating Council's (KRCC) Board and committees are expected to address in 2019 including:

- Implementing the land use and transportation related action items identified at the 2018 KRCC Board retreat;
- Remain current and proactive in relation to the activities managed by the Puget Sound Regional Council; and
- Maintain administrative action items associated with the KRCC Policies and Procedures Manual, Interlocal Agreement (ILA), and Bylaws.

Triangle Associates, Inc. will provide the KRCC staff to support the Board and committees. Triangle's scope of work to implement the KRCC's work plan is outlined by topic on the following pages.

#### **Contents:**

The KRCC 2019 Work Plan includes:

- I. Administrative Program Work Plan (page 3-4)
- II. Land Use Program Work Plan (page 5-8)
- III. Transportation Program Work Plan (page 9-10)

#### **Legend:**

These work plans include the following activities represented by icons:



Research/Writing



Discussions at Meetings



Letters













Outreach















Requires KRCC Board  
Approval

## I. KRCC Administrative Program 2019 Work Plan Narrative

*The proposed tasks for the KRCC Executive Committee and KRCC Board for 2019 are outlined in the table below. KRCC staff will support the Executive Committee and Board in completing these action items.*










| Action Item  | Executive Committee's Role  | Board's Role   | Status  |
|--|---|--|---|
| 1. Select members of the 2019 KRCC Executive Committee. (Bylaws)   |  Review proposed Executive Committee members. (January 2019)                       |  Review (no vote required) the 2019 Executive Committee. (February 2019)  | Complete.   |
| 2. Recommend and approve Puget Sound Regional Council (PSRC) Board and Committee representatives. (Policies and Procedures Manual) |  Recommend appointments to PSRC Boards and Committees. (January 2019)              |  Approve PSRC Board and Committee appointments. (February 2019)   | To be approved at March 5 Board meeting.                        |
| 3. KRCC members submit letters of commitment in July. (Policies and Procedures Manual)   |  Review commitment letters submitted in July and discuss any issues. (August 2019) |  Review commitment letters and discuss any issues. (September 2019)   | Commitment letters not conducted for 2019.                      |
| 4. Receive and process KRCC applications during the application window of July 1 - August 31. (Policies and Procedures Manual)     |  Review any submitted KRCC membership applications. (July-September 2019)        |  Review and approve new KRCC member(s) by the last KRCC Board meeting of the year. (September-December 2019)  | Bremerton rejoined outside of the standard application process. |
| 5. Develop and approve the 2020 annual budget and workplan. (Interlocal Agreement)   |  Develop and review the draft 2020 budget and workplan. (July – October 2019)    |  Review the draft budget and workplan (September 2019); approve the 2020 budget and workplan. (November 2019) | Discussions begin mid-year.                                     |













| Action Item   | Executive Committee's Role  | Board's Role  | Status  |
|---|---|---|---|
| 6. Plan and execute Legislative Reception. (Policies and Procedures Manual)   |  Review the Legislative Reception plan from KRCC staff and provide guidance. (September-November 2019) |  Review the Legislative Reception plan from KRCC staff and provide guidance. (October-November 2019)                       | Discussions begin mid-year.   |
| 7. Distribute contractor evaluation. (Policies and Procedures Manual)   |  Develop contractor evaluation form. (October 2019)  |  Return contractor evaluation form (November 2019) and discuss results in a closed session if appropriate. (December 2019) | Discussions begin in Fall 2019.   |
| 8. Identify vacancies on PSRC Boards and Committees. (Policies and Procedures Manual)                                       |  Review the vacancies on PSRC Boards and Committees. (November 2019)                                   |  Review the vacancies on PSRC Boards and Committees. (December 2019)   | Discussions begin in Fall 2019.   |
| 9. Discuss and vote on 2020 Chair and Vice-Chair. (Bylaws)  |  Review proposed 2020 Chair and Vice Chair. (November 2019)  |  Vote on proposed 2020 Chair and Vice Chair. (December 2019)   | Discussions begin in Fall 2019.   |
| 10. Improve communications with the public. (Board Retreat)   |  Draft a public communications strategy (to be included in the KRCC Policies and Procedures manual).   |  Board approves the public communications strategy.  | Requires further discussion.  |
| 11. Maintain administrative documents and agreements such as the ILA, Bylaws, Policies and Procedures, and MOUs. (New item) |  Review proposed ammendments as needed.  |  Board approves the ammendments.   | Ongoing. Bylaws and agreements up to date. Policies and Procedures and ILA require updates. |












## II. KRCC Land Use Program 2019 Work Plan Narrative










The proposed land use program work plan items for 2019 are outlined in the table below. KRCC staff will support the KRCC Board, Land Use Planning Policy Committee (PlanPOL), and Land Use Technical Advisory Committee (LUTAC) in completing these action items. Please also see Appendix 1 and 2 that provide timelines for expected activities over 18 months and 8 years.

| Action Item  | LUTAC's Role   | PlanPOL's Role  | Board's Role   | Status  |
|--|--|---|--|---|
| <b>Countywide Planning Policies (CPPs)</b>   |  |   |  |   |
| 12. Create a calendar of the next CPP update schedule and the studies underway that are key inputs to that update. (Board Retreat)     |  LUTAC developed an 18-month and 8-year land use timeline, which includes information related to CPP updates. |  PlanPOL will review the timelines at their October 18, 2018 meeting and tee up activities for 2019.                               |  The KRCC Board will review land use timelines throughout 2019.   | Complete.   |
| 13. Decide whether to update the CPP vision statement as part of the "targeted update" in 2019 or full update in 2021. (Board Retreat) |  LUTAC makes recommendations to PlanPOL re: the timing of creating a vision statement.                        |  PlanPOL reviews LUTAC's recommendation re: the timing of updating the vision statement, and then recommends action to KRCC Board. |  KRCC Board approves whether to update the vision statement as part of the targeted or full update of the CPPs. | Complete – The Board proposed a revised vision statement for LUTAC's review. LUTAC will review the vision statement at a future meeting, TBD. |
| 14. Complete a "targeted update" of CPPs re: Local Centers and perhaps buildable lands (18 Month Land Use                              |  After the Dept. of Commerce releases its buildable lands guidance, LUTAC drafts updates to the relevant    |  PlanPOL discusses the draft updates to the CPPs and recommends draft documents to the KRCC Board.                               |  KRCC Board approves the updated CPPs.  | Ongoing – PlanPOL reviews CPP amendments at April 18 meeting, Board reviews at May 7 meeting. Public hearing TBD.                             |

|            |  |  |  |  |
|------------|--|--|--|--|
| Timeline). | sections of the CPPs for PlanPOL review. |  |  |  |
|------------|--|--|--|--|










| Action Item  | LUTAC's Role   | PlanPOL's Role   | Board's Role  | Status  |
|--|--|--|---|---|
| <b>Puget Sound Regional Council (PSRC) Involvement</b>   |  |  |   |   |
| 15. Provide a letter as part of PSRC's Draft Environmental Impact Statement (EIS) comment period (18 Month Land Use Timeline). |  LUTAC drafts a letter for PlanPOL review. LUTAC also develops talking points for Growth Management Policy Board (GMPB) members.  |  PlanPOL revises the EIS comment letter. PlanPOL reviews the talking points for GMPB members.   |  KRCC Board approves the draft EIS comment letter.   | VISION 2050 EIS will be released for public comment at the end of February. Board will provide direction on approach to provide comment, if at all. |
| 16. Develop Kitsap's growth strategy as part of the development of VISION 2050 (Board Retreat).                                |  LUTAC acquired VISION 2040's linear population and employment projections for 2050.<br> Meeting: 2 part workshop discussions about accommodating growth. |  Meeting(s): Using the linear VISION 2050 population and employment projections. Hold 2-part workshop discussions about accommodating growth. |  In 2021 or 2022, review outcomes and plan for the KRCC Board to approve population allocations across Kitsap jurisdictions. | Requires input from PlanPOL.  |
| 17. Provide input into PSRC's Regional Growth Strategy (RGS) (18 Month Land Use Timeline).                                     |  LUTAC develops a draft RGS comment letter, as well as draft talking points for GMPB members.   |  PlanPOL revises the draft RGS comment letter. PlanPOL reviews the talking points for GMPB members.   |  KRCC Board approves the RGS comment letter.   | Requires input from PlanPOL.  |

| 18.               | Provide input on PSRC’s draft Multicounty Planning Policies (MPPs) (18 Month Land Use Timeline).                                  |  LUTAC develops a draft letter. LUTAC also develops talking points for GMPB members.                              |  PlanPOL revises the draft MPP comment letter. PlanPOL reviews the talking points for GMPB members.      |  KRCC Board approves the MPP comment letter.   | Requires input from PlanPOL.   |
|-------------------|---|--|---|---|--|
| 19.               | Provide outreach to other jurisdictions at PSRC about Kitsap’s issues to identify commonalities and partnerships. (Board Retreat) |  Outreach: LUTAC members on the Regional Staff Committee convene a quarterly lunch with small PSRC jurisdictions. |  Outreach: PlanPOL members on the GMPB convene a quarterly lunch with other small jurisdictions at PSRC. | N/A   | Requires input from PlanPOL.   |
| Action Item       |   | LUTAC’s Role   | PlanPOL’s Role  | Board’s Role  |  |
| Military Planning |   |  |   |   |  |
| 20.               | Develop strategies to protect the military from encroachment within the region. (Board Retreat)                                   |  LUTAC reviews Naval Base Kitsap’s military land use study and develops a draft strategy.                         |  Review and revise the draft strategy from LUTAC.  |  Approve the draft strategy to help prevent encroachment on military lands and activities. | Ongoing - confirmed with Lynn Wall there are no further steps needed as Joint Land Use Study (JLUS) is underway. |
| KRCC Operations   |   |  |   |   |  |
| 21.               | Ensure messaging consistency between policy and technical committees. (Board Retreat)   |  KRCC staff will serve as the liaison.  |  PlanPOL meetings have LUTAC updates as standing agenda items.   |  Board meetings have PlanPOL and LUTAC updates as standing agenda items.                 | Ongoing.   |













|  |   |   |  |   |
|--|---|---|--|---|
| 22. Form <i>ad hoc</i> affordable housing committee. (Board Retreat)   |  <del>LUTAC members support AHTF</del>   |  PlanPOL discusses work of the AHTF.   |  KRCC Board comprises Affordable Housing Task Force (AHTF).                 | In progress, Affordable Housing Task Force (AHTF) met January 10 and will meet again on March 21. |
| Other  |   |   |  |   |
| <del>23. —Institute metrics and a process to confirm whether jurisdictions' comprehensive plans are performing as desired (Board Retreat).</del> |  <del>LUTAC develops draft metrics to evaluate comprehensive plan performance.</del> |  <del>PlanPOL reviews recommendations from LUTAC and solidifies metrics for KRCC Board approval.</del> |  <del>KRCC Board approves metrics re: comprehensive plan performance.</del> |   |
| 24. Develop the annual annexation report (18 Month Land Use Timeline).   |  LUTAC develops a draft annual annexation report.                                    |  PlanPOL reviews the draft annual annexation report.   |  KRCC Board approves the annual annexation report.                          |   |

### III. KRCC Transportation Program 2019 Work Plan Narrative

The proposed transportation program work plan items for 2019 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.

| Action Item  | TransTAC's Role  | TransPOL's Role  | Board's Role  | Status  |
|--|--|--|---|---|
| <b>Transportation Education</b>  |  |  |   |   |
| 25. Learn about transportation issues of common interest. (Board Retreat)  |  TransTAC develops a list of cross-jurisdictional transportation issues. TransTAC members prepare educational updates on these topics at TransPOL meetings. |  TransPOL reviews the list of cross-jurisdictional transportation issues and selects topics for their 2019 meetings. |  KRCC Board reviews relevant transportation topics as needed.                          | Ongoing – Conducting calls with TransTAC members to gauge topics of interest. |
| <b>Countywide and Regional Transportation Competitions</b>   |  |  |   |   |
| 26. Develop recommendations for PSRC's Project Selection Taskforce. (2018 Competition Debriefs)                        |  Develop draft recommendations for TransPOL review regarding the issues facing the PSRC Project Selection Taskforce.  |  Review TransTAC's recommendations regarding the key issues facing the PSRC Project Selection Taskforce.             |  Approve recommendations to Kitsap members of the PSRC Project Selection Taskforce.    | The PSRC Project Selection Task Force convenes in the Fall of 2019.           |
| 27. Discuss how Kitsap wants to address geographic equity in the 2020 Kitsap Countywide Competition. (2018 Competition |  Conduct research related to proposed definitions of geographic equity.   |  Review data related to geographic equity and propose an approach for KRCC Board review.                           |  Approve the approach to geographic equity as part of the Call for Projects in 2020. | Discussions to begin mid year.  |

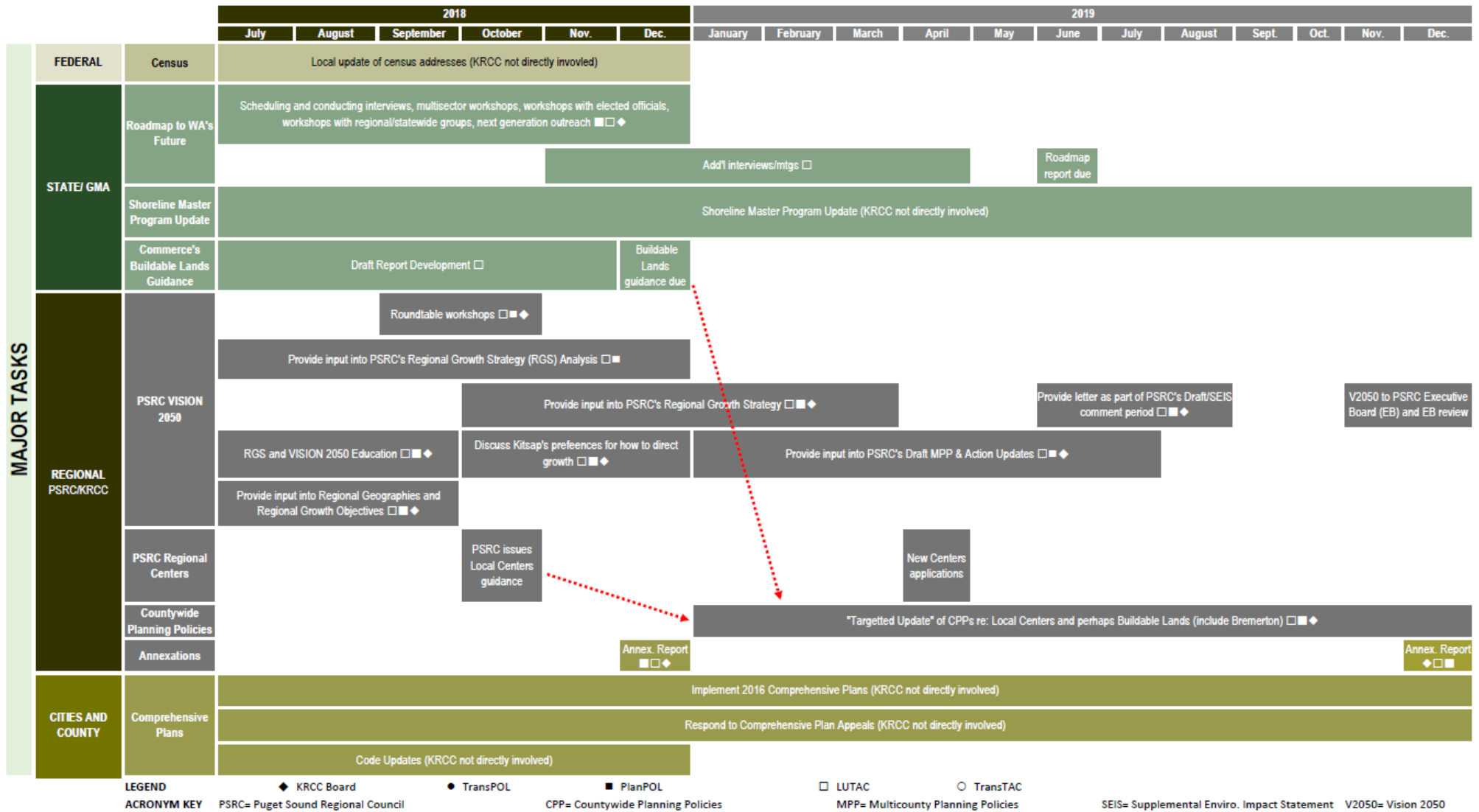


|   |  |  |   |                                |
|---|--|--|---|--------------------------------|
| Debriefs)   |  |  |   |                                |
| 28. Discuss how Kitsap wants to address equity based on density in the 2020 Kitsap Countywide Competition. (Executive Committee)                    |  Conduct research related to addressing equity based on density.                        |  Review data related to equity based on density and propose an approach for KRCC Board review.           |  Approve the approach to equity based on density as part of the Call for Projects in 2020.           | Discussions to begin mid year. |
| 29. Discuss how Kitsap wants to prioritize projects of countywide importance in the 2020 Kitsap Countywide Competition. (2018 Competition Debriefs) |  Conduct research related to proposed definitions of projects of countywide importance. |  Review data related to projects of countywide importance and propose an approach for KRCC Board review. |  Approve the approach to projects of countywide importance as part of the Call for Projects in 2020. | Discussions to begin mid year. |
| <b>KRCC Operations</b>  |  |  |   |                                |
| 30. Ensure messaging consistency between policy and technical committees. (Board Retreat)   |  KRCC staff will serve as the liaison.   |  TransPOL meetings have TransTAC updates as a standing agenda item.                                     |  KRCC Board meetings have TransPOL and TransTAC updates as a standing agenda item.                  | Ongoing.                       |
| 31. Form <i>ad hoc</i> committees to address transportation issues (Board Retreat)  |  TransTAC members recommend <i>ad hoc</i> committees to TransPOL.                     |  TransPOL proposes <i>ad hoc</i> committees for KRCC Board approval.                                   |  KRCC Board approves <i>ad hoc</i> committees.   | As needed.                     |

# Draft July 2018- Dec. 2019 Kitsap Regional Coordinating Council (KRCC) Land Use Calendar

18 MONTHS

Draft v. 7-13-18



## Appendix 2 – 8 Year Land Use Calendar

### Draft 8-Year Land Use Timeline for the Kitsap Regional Coordinating Council

Draft v. 7-13-18

8 YEARS

|             |                       | 2018   | 2019 | 2020  | 2021                              | 2022  | 2023                                  | 2024               | 2025 |
|-------------|-----------------------|--|------|---|-----------------------------------|---|---------------------------------------|--------------------|------|
| MAJOR TASKS | FEDERAL/<br>CENSUS    | Local Update of<br>Census Addresses  |      | Census  | Census Results (2)                |   |                                       |                    |      |
|             |                       |  |      |   |                                   |   |                                       |                    |      |
|             |                       |  |      |   |                                   |   |                                       |                    |      |
|             | STATE/<br>GMA         | Shoreline Master Program Update DUE 6/30/20  |      |   | Implement                         |   |                                       |                    |      |
|             |                       | Roadmap to WA Future   |      |   |                                   | OFM County<br>Population Forecasts (2)                    |                                       |                    |      |
|             |                       | Commerce's Buildable<br>Lands guidance due   |      |   | Buildable Lands Report Update (5) |   |                                       |                    |      |
|             |                       |  |      |   |                                   | Comprehensive Plan//UGAs Update DUE 6/30/24 (1)           |                                       | Implement          |      |
|             |                       |  |      |   |                                   | Development Regulations Update DUE 6/30/24 (1)            |                                       | Implement          |      |
|             |                       |  |      |   |                                   |   | Critical Areas Update DUE 6/30/24 (1) | Implement          |      |
|             | REGIONAL<br>PSRC/KRCC | PSRC Local Centers (3)   |      |   |                                   |   |                                       |                    |      |
|             |                       | Countywide Planning Policies Update -<br>Element C: Centers (& Buildable Lands?) (3) |      |   |                                   |   |                                       |                    |      |
|             |                       | PSRC Vision 2050/Regional Growth Strategy (4)  |      |   |                                   |   |                                       |                    |      |
|             |                       |  |      | Countywide Planning Policies Update –<br>Respond to Vision 2050 (4) |                                   | Incorporate in jurisdictions' Comp Plans (4)              |                                       |                    |      |
|             |                       |  |      |   |                                   | Countywide Population Allocations (2)/(5)                 |                                       |                    |      |
|             | CITIES AND<br>COUNTY  | Implement 2016 Comprehensive Plans   |      |   |                                   | 2024 Comprehensive Plans   UGA Update DUE 6/30/24 (1) (5) |                                       | Implement          |      |
|             |                       | Respond to Comprehensive Plan Appeals  |      |   |                                   |   |                                       | Respond to Appeals |      |
|             |                       | Code Updates   |      |   |                                   | Development Regulations DUE 6/30/24 (1)                   |                                       | Implement          |      |

(1) 8 year periodic update of comprehensive plans and development regulations, required by State/GMA and completed by cities and county, due 6/30/24.

(2) Population Forecasts (utilizing 2020 Census results) are assigned to Kitsap County by OFM, and are then allocated by Kitsap Regional Coordinating Council by jurisdiction and adopted into CPPs.

(3) PSRC's Centers Update will be incorporated as appropriate in Kitsap CPP's Element C; LUTAC will begin review guidelines in 2018 and anticipate CPP amendments to Element C in 2019.

(4) PSRC's Update to Vision begun in 2018. KRCC and individual jurisdictions participate in development of Vision 2050 and Regional Growth Strategy; PSRC General Assembly approves Vision 2050 and RGS May/June 2020. KRCC incorporates Vision 2050/RGS into Kitsap CPPs as appropriate, which is then incorporated into individual jurisdictions' comprehensive plan.

(5) The Buildable Lands Report Update includes two parts—reviewing development densities in the past, and providing a land capacity analysis. The land capacity analysis will provide the basis of whether designated Urban Growth Areas need adjusting. Each UGA's available land will be compared to its KRCC population allocation. If UGA adjustment is necessary, it will within the 2024 comp plan update process.



# Kitsap Regional Coordinating Council

## Kitsap Regional Coordinating Council (KRCC)

### DRAFT - Affordable Housing Task Force (AHTF) Meeting Agenda

March 21, 2019 | 10:15 a.m. – 12:15 p.m. | Kitsap Transit, 60 Washington Ave. Bremerton, WA  
V. 2-14-19

#### Purpose

- Orient committee members to the larger context of affordable housing and development
- Discuss regulations related to housing affordability
- Confirm and discuss committee membership, norms, and expectations

#### 1. Welcome and Introductions

#### 2. Chair's Comments

#### 3. Approve January 10 meeting summary

#### 4. Review the draft AHTF meeting plan

#### 5. Introduce Meeting Topic: Housing Policy Alternatives and establish topic sideboards

#### 6. Review of Development Regulations and Housing Tools

#### 7. Public Comments

#### 8. AHTF Questions, Concerns, and Announcements

#### 9. Adjourn

*Next meeting to is tentatively scheduled for May 16, 2019 at Kitsap Transit.*



## Kitsap Regional Coordinating Council

### Land Use Planning Policy Committee (PlanPOL) Meeting Agenda

February 21, 2019 | 1:30 – 3:00 p.m. | Kitsap Transit, 60 Washington Ave. Bremerton, WA  
V. 2-15-19

**Objective:** KRCC PlanPOL provides recommendations and guidance to the KRCC Board regarding countywide and regional land use planning efforts.

| Topic  | Page #  |
|--|---|
| <b>1. Welcome</b><br><i>Objective: Maintain the business and operations of KRCC.</i> <ul style="list-style-type: none"> <li>a. Review the draft 2019 meeting calendar</li> <li>b. Meeting norms for PlanPOL</li> <li>c. Review and approve the draft 10/11/18 PlanPOL Summary</li> </ul>   | <a href="#">KRCC Meeting Calendar</a> (pg )<br><a href="#">Oct 11 PlanPOL Meeting Summary</a> (pg)  |
| <b>2. 2019 KRCC Land Use Program Work Plan</b><br><i>Objective: Plan a coordinated approach for the year ahead.</i> <ul style="list-style-type: none"> <li>a. Review KRCC's 2018-2019 <u>draft</u> work plan with a focus on the Land Use Program</li> </ul>   | <a href="#">Draft proposed Land Use Program work plan</a> (pg )   |
| <b>3. Vision 2050 Update</b><br><i>Objective: Support PSRC Coordination.</i> <ul style="list-style-type: none"> <li>a. Discuss draft supplemental environmental impact statement (SEIS) and approach to commenting on Vision 2050</li> </ul>   | <a href="#">VISION 2050 SEIS Open House Flyer</a> (pg)  |
| <b>4. Kitsap Countywide Planning Policies (CPPs)</b><br><i>Objective: Support communication among KRCC Committees on the process to update the Countywide Planning Policies.</i> <ul style="list-style-type: none"> <li>a. Review the steps to update the Countywide Planning Policies (CPPs)</li> <li>b. Status Update for Kitsap CPPs</li> <li>c. Discuss steps for finishing amendments to Kitsap County CPPs Element C: Centers of Growth in 2019</li> <li>d. Review Land Use Timeline associated with planning deadlines</li> </ul> | <a href="#">Kitsap CPPs Appendix A</a> (pg)<br><a href="#">Draft 18-Month Land Use Timeline</a> (pg)<br><a href="#">Draft 8-Year Land Use Timeline</a> (pg) |
| <b>5. Public Comments</b>  |   |
| <b>6. Announcements and Next Steps</b><br><i>Objective: Ensure follow-up on proposed ideas and tasks.</i> <ul style="list-style-type: none"> <li>a. Next PlanPOL meeting: April 18</li> <li>b. Others?</li> </ul>  |   |
| <b>7. Adjourn</b>  |   |



# Kitsap Regional Coordinating Council

## **DRAFT - Land Use Technical Advisory Committee (LUTAC) Meeting Agenda**

March 14, 2019 | 10:00 AM -12:00 PM | Poulsbo City Hall

*Draft v. 2-14-19*

**Purpose:** The purpose of this meeting is to convene LUTAC to discuss 2019 plans related to the KRCC Land Use Program and continue updates to Kitsap Countywide Planning Policies (CPPs).

### **A. Welcome and Business (15 min)**

- Introductions
- Review/accept draft [January 10 Meeting Summary](#) (pg.)

### **B. Countywide Coordination (50 min)**

- Continue amendments to Kitsap Countywide Planning Policies (CPPs)
- PSRC State Environmental Policy Act (SEPA) public comment period
- Emerging issues and other roundtable updates?

### **C. Review 2019 KRCC Land Use Program Work Plan (20 min)**

- Discuss PlanPOL and LUTAC's goals in draft [2019 Program work plan](#) (pg. )
- Clarify role of LUTAC with Affordable Housing Task Force (AHTF)

### **D. Draft PlanPOL Agenda (20 min)**

- Review the [draft agenda](#) for the April 18, 2019 PlanPOL meeting (pg.)

### **E. Report to the KRCC Board (5 min)**

- Key LUTAC points for the February 5, 2019 KRCC Board Meeting

### **F. Wrap Up, Next Steps (5 min)**

- Review and assign action items from the meeting
- Next LUTAC meeting: May 9, 2019
- Adjourn





**PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE  
KITSAP REGIONAL COORDINATING COUNCIL (KRCC)  
PSRC BOARDS v.02/21/19**



**Executive Board**

Date of Next Meeting: **March 28, 2019** • 10:00 – 11:30 a.m.

Topics from Meeting: **February 28, 2019** (packet posted [here](#)):

- Committee Reports: Transportation Policy Board; Growth Management Policy Board; Operations Committee; Economic Development District Board
- Consent: Approve Minutes of 2/15/19 Meeting; Approve Vouchers Dated 1/10/19 – 12/31/18 in the Amount of \$1,179,880; Approve Contract Authority to Purchase Audio/Video Web Streaming Service; Adopt Routine Amendment to the 2019-2022 Transportation Improvement Program; Approve Certification of the Lakewood Regional Growth Center Subarea Plan; Approve Full Certification of Comprehensive Plan for Puyallup
- Discussion: Update on Seattle's Working Waterfront; Draft Biennial Budget and Work Program FY2020-2021; VISION 2050 Environmental Review

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

**Growth Management Policy Board (GMPB)**

Date of Next Meeting: **March 7, 2019** • 10:00 a.m. – 1:00 p.m.

Topics from **February 7, 2019** Meeting: (packet posted [here](#)):

- Consent: Approve Minutes of Growth Management Policy Board Meeting held 1/3/19
- Action: Recommend Certification of the Lakewood RGC Subarea Plan; Recommend Full Certification of the Puyallup Comprehensive Plan
- Discussion: Equity in VISION 2050
- VISION 2050: Equity Breakout Session

**Contact:** Kristin Mitchell – [kmitchell@psrc.org](mailto:kmitchell@psrc.org)

**KRCC Members and Affiliates:** Rob Purser, Commissioner Wolfe, Mayor Putaansuu, Mayor Wheeler; Alternates: Commissioner Garrido, Councilmember Diener, Thomas Ostrom, Councilmember Peltier, Councilmember Gorman

**Operations Committee (OC)**

Date of Next Meeting: **February 28, 2019** • 9:30 – 9:50 a.m. Topics from **January 24, 2019** Meeting: (packet posted [here](#)):

- Consent Agenda: Approve minutes of 1/24/19 meeting; Approve Vouchers Dated 1/10/19 – 2/15/19 in the Amount of \$1,179,880
- Action: Contract Authority to Purchase Audio/Video Web-Streaming Services
- Information/Discussion: Monthly Budget Progress Report; Completed Contracts; Completed Contracts; Grant Status Report; New Employee Status Report;

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

**Transportation Policy Board (TPB)**

Date of Next Meeting: **March 14, 2019** • 9:30 – 11:30 a.m.

Topics from **February 14, 2019** Meeting (agenda posted [here](#)):

- Consent: Approve Minutes of TPB Meeting held 1/10/18; Routine Amendment to the 2019-2022 Transportation Improvement Program; Recommend Certification of the Lakewood RGC Subarea Plan; Recommend Full Certification of the Puyallup Comprehensive Plan
- Discussion: State of Transportation, WSDOT; Washington State Ferries Long Range Plan, WSF
- Information: VISION 2050 Draft EIS Open Houses

**Contact:** Casey Moreau - [cmoreau@psrc.org](mailto:cmoreau@psrc.org)

**KRCC Members:** Mayor Erickson, Councilmember Ashby, Commissioner Gelder, Councilmember Mills, Mayor Wheeler; Alternates: Commissioner Garrido, Councilmember Tirman, John Clauson, Commissioner Bozeman, Councilmember Gorman

**Economic Development Board**

Date of Next Meeting: **May 1, 2019** • 1:00 – 3:00 p.m.

Topics from **February 6, 2018** Meeting: (packet posted [here](#)):

- Consent: Approve Vouchers Dated 7/19/18- 11/29/18 in the Amount of \$3,369.58
- Action: Ratify Executive Committee for the 2019-2020 Term
- Discussion: Global Trade and Supply Chain Management Sector Economic Analysis; Washington State Global Health Landscape Study
- Information: Amazing Place Implementation Update; VISION 2050 SEIS Open Houses

**Contact:** Tammi Chick – [tchick@psrc.org](mailto:tchick@psrc.org)

**KRCC Members And Affiliates:** Commissioner Garrido, Councilmember Stern, Commissioner Strakeljahn, Mayor Wheeler; Alternates: Commissioner Wolfe, Councilmember Mills, Commissioner Stokes, Councilmember Cucciardi, , Councilmember Gorman



**PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE  
KITSAP REGIONAL COORDINATING COUNCIL (KRCC)  
PSRC COMMITTEES v.02/21/19**



**Regional Staff Committee (RSC)**

Date of Next Meeting: **March 21, 2019** • 9:30 – 11:30 a.m.

Topics from **February 21, 2019** Meeting: (packet posted [here](#)):

- Reports: Meeting Summary for 01/17/19; PSRC Board Reports; Updates from PSRC Planning Department
- Discussion: VISION 2050: Environment and Climate Updates; VISION 2050: Development Patterns; Regional Growth Strategy Preferred Alternative Process
- Information: 2019 Regional Staff Committee Schedule; January RSC Co-Chairs' Working Session; VISION 2050 Draft SEIS Open Houses Flyer

**Contact:** Tammi Chick – [tchick@psrc.org](mailto:tchick@psrc.org)

**KRCC Affiliates:** Eric Baker, Nick Bond, Ed Coviello, Andrea Spencer, Karla Boughton, Ike Nwankwo; Alternates: Jim Bolger, Gary Christensen

**Regional FTA Caucus**

Date of Next Meeting: **May 8, 2019** • 10:30 a.m. – 12:00 p.m.

Topics from **December 11, 2018** Meeting: (packet posted [here](#)):

**\*January and February Meeting Cancelled\***

- Action: Approval of 6/12/18 Meeting Summary
- Discussion: 2019 Regional FTA Caucus Planned Meeting Topics
- Discussion: FTA Project Tracking and Progress Reports Update

**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: **March 12, 2019** • 10:00 a.m. – 12:00 p.m.

Topics from **January 8, 2019** Meeting: (agenda posted [here](#)):

- Action: Approval of Meeting Summary for 10/09/18
- Discussion: New Voting Member Appointments; PSRC Bicycle and Pedestrian Work Plan 2019-2020; Pedestrian Data Pilot; Bike and Pedestrian Count Peer Review
- Information: Announcements of Bicycle/Pedestrian Activities

**Contact:** Kimberly Scrivner - [kscrivner@psrc.org](mailto:kscrivner@psrc.org)

**KRCC Affiliates:** David Forte, Tom Knuckey, Barry Loveless; Alternates: Jeff Shea, Shane Weber, Chris Hammer

**Regional Project Evaluation Committee**

Date of Next Meeting: **March 22, 2019** • 9:30 a.m. – 11:00 a.m.

Topics from **February 22, 2019** Meeting: (agenda posted [here](#))

- Approve Meeting Summary for January 25, 2019
- Transportation Policy Board Debrief
- Project Report: Mukilteo Multimodal Terminal
- Discussion: Project Tracking, Delivery and Rebalancing; Project Selection
- Information: VISION 2050 Draft SEIS Open Houses

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

**KRCC Affiliates:** David Forte, Steffani Lillie, Barry Loveless, Fred Salisbury, Tom Knuckey, Mark Dorsey; Alternates: Diane Lenius, Jeff Shea, Arne Bakker, Jeff Davidson

**Transportation Operators Committee (TOC)**

Date of Next Meeting: **April 24, 2019** • 10:00 a.m. – 11:30 a.m.

Topics from **February 27, 2019** Meeting: (packet posted [here](#)):

- Approval of Meeting Summary – 11/28/18
- Discussion: PSRC Committee and Board Activities; PSRC Transit Agency Outreach and Next Steps; Access to Transit Roundtable; Nomination and Voting on Transit Agency Alternates for the BPAC; Transit Agency 2019 Transit Asset Management performance targets; April 8 Peer Network Event
- Roundtable: Highlights from Transit Agency and Ferry Operators in the Region
- Information: VISION 2050 Draft SEIS Open Houses

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

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

**Regional Traffic Operations Committee (RTOC)**

Date of Next Meeting: **March 7, 2019** • 9:30 a.m. – 11:00 a.m.

Topics from **November 1, 2018** Meeting (agenda posted [here](#)):

**\*January 3, 2019 Meeting Cancelled\***

- Presentation: Limited Access Connections: Pierce Transit's First/Last Mile Pilot
- Presentation: SR 99 Tunnel Technology
- Discussion/Information: ITS Survey Beta Test Demonstration

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

**KRCC Affiliates:** Mark Dorsey, Jeff Shea, Shane Weber

| Kitsap Regional Coordinating Council Income Statement for Work Completed in 2018 (draft) |              |              |              |              |              |              |             |              |              |              |              |              |              |               |            |               |          |
|--|--------------|--------------|--------------|--------------|--------------|--------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|------------|---------------|----------|
| CASH BASIS   |              |              |              |              |              |              |             |              |              |              |              |              |              |               |            |               |          |
| Draft v. 2-26-2019   |              |              |              |              |              |              |             |              |              |              |              |              |              |               |            |               |          |
| Budget Month   |              | 1            | 2            | 3            | 4            | 5            | 6           | 7            | 8            | 9            | 10           | 11           | 12           |               |            |               |          |
| Calendar Month   | Jan. '18     | Feb.         | March        | April        | May          | June         | July        | Aug.         | Sept.        | Oct.         | Nov.         | Dec.         | Jan. '19     | YTD           | Budget     | % Budget Year | % Budget |
| Revenue  |              |              |              |              |              |              |             |              |              |              |              |              |              |               |            |               |          |
| Member Dues  | \$ 60,083.42 | \$ 78,172.42 | \$ 15,944.42 | \$ 7,315.42  | \$ 7,315.42  | \$ 7,315.42  | \$ 7,315.42 | \$ 7,315.42  | \$ 7,315.00  | \$ 7,315.00  | \$ 7,315.42  | \$ 5,472.38  | \$ 17,060.08 | \$ 235,255    | N/A        | N/A           | N/A      |
| Events/Receptions  |              |              |              |              |              |              |             |              |              | \$ 200       | \$ 125.00    | \$ 1,075.00  |              |               | N/A        | N/A           | N/A      |
| Application Fees   |              |              |              |              |              |              |             |              |              |              |              |              |              |               | N/A        | N/A           | N/A      |
| Other  |              |              |              |              |              |              |             |              |              |              |              |              |              |               | N/A        | N/A           | N/A      |
| Carry Forward  | \$ 2,613.00  |              |              |              |              |              |             |              |              |              |              |              |              |               | N/A        | N/A           | N/A      |
| Total Revenue  | \$ 62,696.42 | \$ 78,172.42 | \$ 15,944.42 | \$ 7,315.42  | \$ 7,315.42  | \$ 7,315.42  | \$ 7,315.42 | \$ 7,315.42  | \$ 7,315.00  | \$ 7,515.00  | \$ 7,440.42  | \$ 6,547.38  | \$ 17,060.08 | \$ 222,208.16 |            |               |          |
| Operating Expenses   |              |              |              |              |              |              |             |              |              |              |              |              |              |               |            |               |          |
| Triangle labor/expenses  |              | \$ 20,693.76 | \$ 17,060.41 | \$ 18,051.50 | \$ 18,385.20 | \$ 22,076.01 | \$ -        | \$ 31,290.73 | \$ 13,756.95 | \$ 13,656.55 | \$ 16,550.12 | \$ 16,668.50 | \$ 12,297.00 | \$ 200,486.73 | \$ 197,275 | 100%          | 101.63%  |
| Legal Services   |              | \$ 180.00    |              |              | \$ 24.20     |              |             |              |              |              | \$ 822.80    |              |              | \$ 1,027.00   | \$ 2,000   | 100%          | 51.35%   |
| WCIA Insurance   | \$ 5,016     |              |              |              |              |              |             |              |              |              |              |              |              | \$ 5,016.00   | \$ 5,000   | 100%          | 100.32%  |
| Room Rentals   |              | \$ 154.00    | \$ 53.05     | \$ 77.00     | \$ 154.00    |              | \$ 77.00    | \$ 77.00     | no aug. mtg  | \$ 77.00     | \$ 477.00    | \$ 77.00     |              | \$ 1,223.05   | \$ 1,302   | 100%          | 93.94%   |
| Reserves   |              |              |              |              |              |              |             |              |              |              |              |              | \$ 4,500     | \$ 4,500.00   | \$ 4,500   | 100%          | 100.00%  |
| Miscellaneous  |              |              |              | \$ 1.40      |              |              | \$ 0.94     |              |              | \$ 0.47      |              | \$ 30.94     |              | \$ 33.75      | \$ 3,841   | 100%          | 0.88%    |
| Total Op. Expenses   | \$ 5,016.00  | \$ 21,027.76 | \$ 17,113.46 | \$ 18,129.90 | \$ 18,563.40 | \$ 22,076.01 | \$ 77.94    | \$ 31,367.73 | \$ 13,756.95 | \$ 13,734.02 | \$ 17,849.92 | \$ 16,776.44 | \$ 16,797.00 | \$ 212,286.53 | \$ 213,918 | 100%          | 99.24%   |
| Net Income   |              |              |              |              |              |              |             |              |              |              |              |              |              | \$ 9,921.63   |            |               |          |
| Total Reserves*  | \$15,000     |              |              |              |              |              |             |              |              |              |              |              |              |               |            |               |          |

Amendments/Modifications/Notes:

- Note 1

Triangle Associates' invoice in January 2018 was for work completed in 2017 and can be found on the 2017 income statement.
- \*Note 2

KRCC staff is working with Kitsap County's Budget & Finance Department to confirm the total reserve levels for KRCC.
- Note 3

The \$3,000 in West Sound Alliance payments are accounted for under Member Dues

| Kitsap Regional Coordinating Council Income Statement for Work Completed in 2019 (draft) |              |               |       |       |      |      |      |      |       |      |      |      |          |               |            |               |          |
|--|--------------|---------------|-------|-------|------|------|------|------|-------|------|------|------|----------|---------------|------------|---------------|----------|
| CASH BASIS   |              |               |       |       |      |      |      |      |       |      |      |      |          |               |            |               |          |
| Draft v. 2-28-2019   |              |               |       |       |      |      |      |      |       |      |      |      |          |               |            |               |          |
| Budget Month   |              | 1             | 2     | 3     | 4    | 5    | 6    | 7    | 8     | 9    | 10   | 11   | 12       |               |            |               |          |
| Calendar Month   | Jan. '19     | Feb.          | March | April | May  | June | July | Aug. | Sept. | Oct. | Nov. | Dec. | Jan. '20 | YTD           | Budget     | % Budget Year | % Budget |
| Revenue  |              |               |       |       |      |      |      |      |       |      |      |      |          |               |            |               |          |
| Member Dues  | \$ 17,060.08 | \$ 103,076.08 |       |       |      |      |      |      |       |      |      |      |          | \$ 120,136    | N/A        | N/A           | N/A      |
| Events/Receptions  |              |               |       |       |      |      |      |      |       |      |      |      |          |               | N/A        | N/A           | N/A      |
| Application Fees   |              |               |       |       |      |      |      |      |       |      |      |      |          |               | N/A        | N/A           | N/A      |
| Other  |              |               |       |       |      |      |      |      |       |      |      |      |          |               | N/A        | N/A           | N/A      |
| Carry Forward  | \$ 9,921.63  |               |       |       |      |      |      |      |       |      |      |      |          |               | N/A        | N/A           | N/A      |
| Total Revenue  | \$ 26,981.71 | \$ 103,076.08 | \$ -  | \$ -  | \$ - | \$ - | \$ - | \$ - | \$ -  | \$ - | \$ - | \$ - | \$ -     | \$ 130,057.79 |            |               |          |
| Operating Expenses   |              |               |       |       |      |      |      |      |       |      |      |      |          |               |            |               |          |
| Triangle labor/expenses  |              | \$ 15,930.65  |       |       |      |      |      |      |       |      |      |      |          | \$ 15,930.65  | \$ 197,275 | 8%            | 8.08%    |
| Legal Services   |              | \$ 822.80     |       |       |      |      |      |      |       |      |      |      |          | \$ 822.80     | \$ 2,000   | 8%            | 41.14%   |
| WCIA Insurance   | \$ 5,016     |               |       |       |      |      |      |      |       |      |      |      |          | \$ 5,016.00   | \$ 5,000   | 8%            | 100.32%  |
| Room Rentals   |              |               |       |       |      |      |      |      |       |      |      |      |          | \$ -          | \$ 1,302   | 8%            | 0.00%    |
| Reserves   |              |               |       |       |      |      |      |      |       |      |      |      |          | \$ -          | \$ 4,500   | 8%            | 0.00%    |
| Miscellaneous  |              |               |       |       |      |      |      |      |       |      |      |      |          | \$ -          | \$ 3,841   | 8%            | 0.00%    |
| Total Op. Expenses   | \$ 5,016.00  | \$ 16,753.45  | \$ -  | \$ -  | \$ - | \$ - | \$ - | \$ - | \$ -  | \$ - | \$ - | \$ - | \$ -     | \$ 21,769.45  | \$ 213,918 | 8%            | 10.18%   |
| Net Income   |              |               |       |       |      |      |      |      |       |      |      |      |          | \$ 108,288.34 |            |               |          |
| Total Reserves*  | \$19,500     |               |       |       |      |      |      |      |       |      |      |      |          |               |            |               |          |

Amendments/Modifications/Notes:☐

Note 1 Triangle Associates' invoice in January 2019 was for work completed in 2018 and can be found on the 2018 income statement.

\*Note 2 KRCC staff is working with Kitsap County's Budget & Finance Department to confirm the total reserve levels for KRCC.

Note 3 The \$3,000 in West Sound Alliance payments are accounted for under Member Dues