



Kitsap Regional Coordinating Council

Transportation Technical Advisory Committee (TransTAC)

DRAFT Meeting Summary

January 9, 2020 | 12:30 – 2:30 PM

Kitsap Transit 3rd Floor Conference Room, 60 Washington Ave. Bremerton

Decisions and Actions

| Decisions | |
|--|--------------------|
| <ul style="list-style-type: none"> TransTAC decided to finalize proposed amendments to the Call for Projects at this January meeting for approval at the February 4 KRCC Board meeting. | |
| Actions | Person Responsible |
| Incorporate edits to Call for Projects document, including final funding amounts, and distribute to TransTAC for final review. | KRCC staff |
| Update PSRC committee rosters with changes reported by TransTAC members. | KRCC staff |
| Reserve a meeting room for May 27 Project Selection Workshop (Kitsap Transit conference room). | KRCC Staff |
| Propose to Executive Committee: Additional TransPOL meeting between May 27 and June 2 to review Countywide project recommendations prior to review by Executive Board. | KRCC Staff |
| Tee up Executive Board approval of Call for Projects edits at February 4 Board Meeting. | KRCC Staff |
| Reserve room for PSRC-led workshop on February 12, 12:30 – 2:30pm. | KRCC Staff |
| Send updated Call for Projects document to LUTAC as an FYI. | KRCC Staff |
| Include Kitsap Contingency lists in materials for next TransTAC meeting. | KRCC Staff |
| Ongoing: Send calendar reminders for deadlines and key items on transportation project funding timeline to TransTAC members. | KRCC Staff |

A. Welcome & Old Business

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

- December 12, 2019 TransTAC meeting summary (distributed on 12/13/19): Mishu noted that the summary would be posted to the KRCC website following the meeting.
- 2020 TransTAC Roster: Mishu noted that updated roster would be sent to the KRCC Executive Board at its February 4 meeting.

B. Regional Project Evaluation Committee and other PSRC Updates

RPEC and other Boards/Committees updates:

RPEC's next meeting is on January 24. The Committee has not met since December 6.

PSRC Update: Project Tracking Check ins for “Watchlist” Projects:

- Ryan Thompto, PSRC, introduced the purpose of the new project tracking check ins, which is to identify projects with potential need for an extension as far in advance as possible so that PSRC and project sponsor can coordinate on possible solutions. Having open communication about project delays or other challenges also helps PSRC facilitate the rebalancing process.
- Data on projects were pulled from the progress reports submitted to PSRC in November 2019 and were used to identify any red flags regarding milestones or schedules for obligated funds.
- There is no penalty for projects that are on the watchlist.
- While project funding is slightly overprogrammed for this cycle of projects, there is currently capacity for some project extensions.
- Project tracking check ins will occur three times annually during TransTAC meetings, after each round of progress reporting.
- TransTAC will review their contingency list at their next meeting to determine what projects would be eligible for any returned funds.

Other PSRC Updates:

Ryan provided additional updates from PSRC, including:

- The PSRC Transportation Policy Board (TPB) approved the final funding amounts for the Regional and Countywide competitions.
- The Regional Transportation Plan (RTP) update initial schedule and first phase of scoping and public outreach was presented to the PSRC Board.
- PSRC distributed a survey to collect feedback about impacts of I-976 on projects receiving 2020 – 2022 funds. The survey seeks to understand both direct impacts (such as loss of local matching funds) and indirect impacts (such as shifting priorities to deal with fund losses). PSRC’s primary goal is to identify changes in project obligation timelines.
- Project sponsors should submit any outstanding annual certifications to PSRC.
- The Project Delivery Summit held in December was well attended. The materials are available on the [PSRC website](#).

Kitsap appointees on PSRC Committees:

- The following roster changes were reported:
 - Regional Staff Committee: Jeffrey Mack as the alternate for Kitsap County
 - Regional Project Evaluation Committee (RPEC): Shane Weber as the primary, with Ned Lever and Chris Dimmitt as the alternates
 - Regional Transportation Operations Committee (RTOC): Andrea Archer-Parsons as primary for Bremerton, with Shane Weber as the alternate
 - Regional Intelligent Transportation Systems Committee: Andrea Archer-Parsons as alternate
 - Regional Transportation Demand Management: Cathy Bonsell as the primary for Bremerton; Shane Weber as the alternate
 - Transportation Operators Committee: Ed Coviello as the alternate for Kitsap Transit

C. Regional and Countywide Competition Coordination

KRCC Regional and Countywide Competition Calendar:

Mishu reviewed updates made to the KRCC competition calendar following the last TransTAC meeting, including additional items to clarify the flow of deliverables between committees. TransTAC members suggested that the item regarding LUTAC’s review of the Call for Projects be removed, as they do not have a formal role in the review cycle of the Regional and Countywide competition processes. TransTAC proposed finalizing their recommended edits to the 2018 Call for Projects at

this meeting in order for the KRCC Board to approve the Call for Projects at their February 4th meeting. TransTAC members expressed interest in finalizing the Call for Projects as early as possible so that jurisdictions have more time to complete the Screening Form. The Competition Calendar was adjusted to accommodate the Call for Projects being approved at the February 4th Board meeting.

Regional Competition Key Dates:

- **March 2:** Regional screening forms due
- **April 13:** Applications due¹
- **April 24:** Presentations at PSRC will take place.

PSRC will hold a workshop on February 12 from 12:30-2:30pm to discuss the Regional Competition. A location will be announced once KRCC staff have reserved a space.

Countywide Competition Key Dates:

The Competition Calendar was adjusted to accommodate the Call for Projects being approved at the February 4 Board meeting. The new milestones are as follows:

- **February 5:** Call for Projects opens (following Board approval of Call for Projects at February 4 meeting).
- **March 12:** Review Countywide Projects at TransTAC meeting. Presentations would be informal presentations intended to provide the committee with a preliminary understanding of project proposals underway.
- **April 6:** Screening forms due to PSRC.²
- **May 8:** KRCC staff to complete Air Quality Scoring, as requested by the Executive Committee.
- **May 27:** TransTAC confirmed this date for the Project Selection Workshop to take place from 9am to 4pm at Kitsap Transit.
- **Date TBD:** TransTAC recommended that a TransPOL meeting be held after the Project Selection Workshop and prior to the Board meeting.
- **June 2:** KRCC Board to approve the Countywide projects, in advance of PSRC deadline.
- **June 23:** PSRC deadline for Countywide project recommendations.
- **July 7 and July 23:** PSRC Transportation Policy Board votes on Regional and Countywide projects at 7/9 meeting, followed by final PSRC Executive Board vote on 7/23.

Potential Amendments to 2018 Countywide Competition materials:

TransTAC reviewed the 2018 Countywide Competition materials (Call for Projects) with attention to the following sections:

- **List of Countywide Centers:** TransTAC indicated that adding clarification that the Countywide Centers are based on VISION 2040 will eliminate any confusion about the designation of Centers. There were not changes in Local Centers in jurisdictions' Comprehensive Plans since the last funding cycle.
- **Criteria and high, medium, low evaluation:** TransTAC recommended minor changes to the wording of criteria B, C, and D. Additional discussion included minor clarifications on the meaning of demonstrated project readiness, and the challenge of comparing safety ratings across projects. TransTAC did not have any changes to the scoring methodology.

¹ Following the January 9 TransTAC meeting, PSRC announced updates to the Regional Competition schedule. Regional Applications are due to PSRC on April 3.

² Following the January 9 TransTAC meeting, PSRC announced updates to the Countywide Competition. Countywide screening forms are due to PSRC on March 20.

- **“Other considerations:”** TransTAC discussed a few potential considerations but had consensus on the addition of “Climate Resilience” under the Other Considerations criteria, citing it as an alternative environmental benefit to complement the air quality criteria.³

KRCC staff will distribute the red-lined Call for Projects with updated Competition Calendar and final funding dollar amounts for TransTAC to have a final review before its inclusion in the Board meeting materials.

Identify Regional Competition Projects:

TransTAC members briefly discussed priorities and preliminary ideas about projects in their jurisdictions/agencies. Of note, the Port of Bremerton intends to apply for funding in the Regional Competition. TransTAC will discuss Regional projects in further detail at their March 12 meeting.

D. Corridor Updates

This item was postponed to a future meeting.

E. Solutions and Support

Diane Lenius, City of Poulsbo, shared that although the Poulsbo Highway 305 roundabout project, which was halted due to the passing of I-976, was ready to move forward, had received a letter of support from PSRC, had clear safety benefits, and had staff working closely with WSDOT staff, the project still did not receive supplemental funds from WSDOT to move the project forward. She indicated that although the project seemed eligible for the funds, the bar for WSDOT funding must be high, and that other project sponsors interested in seeking financial support through WSDOT should be aware.

F. Announcements and Next Steps

- The next TransTAC meeting (PSRC Workshop): Wednesday, February 12
- The next TransPOL meeting: Thursday, February 20

³ Following the January 9 TransTAC meeting, the KRCC Executive Committee recommended removing the climate resiliency “Other Considerations” item if jurisdictions’ priority is to have the Call for Projects approved at the February 4th Board meeting. TransTAC did not object to removing the climate resiliency consideration in order to stick to their desired schedule.