



## Kitsap Regional Coordinating Council

### KRCC Board Meeting Agenda

Draft v. 5-30-19

**Date:** June 4, 2019

**Time:** 10:15 AM – 11:15 AM

(Executive Committee Meeting 11:15 AM - 12:15 PM) PM)

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

#### 1. Welcome and Introductions

#### 2. Chair's Comments

#### 3. Consent/Action Items

- Approval of the [5/7/2019 KRCC Board Meeting Summary](#) (vote) Packet Pg 4
- Review of the [5/21/2019 Executive Committee Meeting Summary](#) Packet Pg 122

#### 4. Full Discussion/Action Items

- Report out on the [Affordable Housing Task Force meeting on May 16](#) Packet Pg 133
- Update on [KRCC Board Retreat Approach](#) Packet Pg 15
- Status report on Countywide Planning Policies updates
- Update on KRCC Interlocal Agreement ratification by Councils

#### 5. Kitsap Fire Marshal Presentation on Fire Safety

- Discussion on fire safety coordination

#### 6. KRCC Member Round Robin

- Report out on new and upcoming policies or work of interest\*
  - Bainbridge Island
  - Bremerton
  - Kitsap County
  - Kitsap Transit
  - Naval Base Kitsap
  - Port Gamble S'Klallam Tribe
  - Port of Bremerton
  - Port Orchard
  - Poulsbo
  - Suquamish Tribe

See 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 17

**8. Staff Report**

- [KRCC Revenue and Expense Report](#)\*

Packet Pg 19

**9. Public Comments**

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

**11. Adjourn**

\* Standing agenda item

*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.*



# Kitsap Regional Coordinating Council

## Draft 2019 Meeting Schedule

Draft v.3-25-19

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

\*Open to the public

### Other Dates

Board Retreat: July 30

Legislative Reception:



# Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC)  
Draft Board Meeting Summary  
May 7, 2019 | 10:15 AM – 12:15 PM  
Norm Dicks Government Center, Bremerton, WA  
Version 5-15-19

Decisions		
The KRCC Board approved: <ul style="list-style-type: none"><li>4/2/19 KRCC Board meeting summary</li></ul>		
Actions	Who?	Status
Distribute the materials for the Affordable Housing Task Force.	KRCC staff	Complete
Look into moving the Affordable Housing Task Force Meeting to the Norm Dicks Council Chambers.	KRCC staff	Complete
Distribute the red lined and clean versions of the ILA to Council staff.	KRCC staff	Complete
Add discussion on appropriate venue for encampment discussion to Executive Committee agenda.	KRCC staff	Complete
Add discussion on fire safety to the June Board meeting agenda.	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. CHAIR'S COMMENTS

No comments.

## 3. CONSENT ACTION ITEMS

**Approval of the 4/2/2019 KRCC Board meeting summary.** Commissioner Garrido moved to approve the 4/2/19 Board meeting summary. Commissioner Strakeljahn seconded. The motion carried without abstention or opposition.

## 4. FULL DISCUSSION ITEMS

**Update on the Affordable Housing Task Force meeting on May 16.** The meeting will consist of a panel discussion on financing Countywide affordable housing. Chair Erickson noted that the materials for the meeting will be distributed by KRCC staff by the end of the week. KRCC staff will also send a reminder to the Task Force regarding the housing matrix homework assignment. Board members made the following comments regarding the Task Force:

- Commissioner Gelder appreciated that Shelter Resource Inc. is participating on the panel. They were the developer in partnership when Kingston Village was developed.



## Kitsap Regional Coordinating Council

- Councilmember Tirman thanked Mayor Wheeler for sharing information about Bremerton's newly implemented rental assistance program, citing it as an example Bainbridge Island looked to when implementing its own by the end of this year.
- Councilmember Stern asked if there has been any discussion on the new legislation related to real estate excise tax.
  - Chair Erickson shared that the finance of affordable housing will be discussed at the upcoming meeting and that the cost is largely falling onto local jurisdictions.
- Commissioner Garrido asked whether the meeting will be recorded, as she will be unable to attend.
  - Chair Erickson shared that the meetings have not been recorded to date because the meetings are held in the Kitsap Transit Conference Room. However, KRCC staff can look into holding the meeting in the Norm Dicks Council Chambers in order to have the recording capability.
- Mayor Wheeler shared that the City of Bremerton has begun construction on an affordable housing project, which will provide a range of services and have significant standards for tenant eligibility.

**Update on KRCC Board Retreat Facilitator.** The Executive Committee selected Berk Consulting for their expertise in growth analysis and mapping tools. The firm also has experience working with a number of Kitsap jurisdictions. The Board Retreat will consist of Board discussions facilitated by Berk regarding growth impacts, values, and future decisions to be made. PlanPOL will review the proposed approach from Berk at their May 21 meeting. An update will be provided at the June 4 Board meeting. The Retreat will be held on Tuesday, July 30 from 10am-4pm at Island Lake Community Center and will be open to the public. Please RSVP with KRCC staff ([mishu@kitsapregionalcouncil.org](mailto:mishu@kitsapregionalcouncil.org)).

**Status report on Countywide Planning Policies updates.** LUTAC will meet on May 9 to continue the CPP updates. On May 21, PlanPOL will receive an update from LUTAC. Chair Erickson noted that although the CPP updates are intended to be narrow updates, the Countywide Centers are an important component of the CPPs that drive the conversation around transportation funding. She also noted that the CPPs are legally binding documents, must be ratified by all Kitsap jurisdictions, and include a public process. Jurisdiction representation is encouraged at the May 21 PlanPOL meeting.

**Vote on KRCC Interlocal Agreement.** Chair Erickson introduced the updates to the ILA. The updated ILA must be passed by members' respective Councils. The primary changes are that membership is more clearly defined and that language regarding the voting structure is removed, as it has been defined in the updated Bylaws. Commissioner Strakeljahn moved to approve the updated KRCC ILA. Commissioner Garrido seconded. The motion carried without abstention or opposition. Mayor Wheeler shared that he was thankful that KRCC made the necessary arrangements to expedite Bremerton's return to KRCC. Commissioner Strakeljahn welcomed Bremerton back into KRCC. Chair Erickson noted how remarkable this vote was and congratulated the Board. Commissioner Gelder noted that much of the work was in the discussions developing a new voting structure in the bylaws. Board members should coordinate with their Council staff to have the ratification of



## Kitsap Regional Coordinating Council

the KRCC ILA put onto their Council agendas. KRCC staff will distribute the red lined and clean versions of the ILA to Council staff.

**KRCC Liability Coverage enrollment requirements.** Chair Erickson introduced the requirements for liability coverage from AWC Risk Management Service Agency. Councilmember Stern removed himself from the conversation to avoid a conflict of interest, as he is an incoming Vice President at AWC. The Board agreed that Mayor Putaansuu's position on the AWC Board of Directors was a conflict of interest. Commissioner Strakeljahn moved to approve the resolution authorizing KRCC's membership in RMSA and authorizing the KRCC Chair to execute the RMSA ILA. Commissioner Garrido seconded. The motion carried without abstention or opposition.

### 5. KRCC MEMBER ROUND ROBIN

**Report out on new and upcoming jurisdiction policies of interest.** Board members shared the following updates:

- Councilmember Tirman shared that Bainbridge Island City Council:
  - Is continuing to review sub-division code changes. The Councils' next study session will likely be the last before holding a public comment period.
  - Is reviewing a potential contract for a facilitator for teen mental health programs.
  - Is reviewing the financial feasibility of the Suzuki Affordable Housing project to determine which funding mechanisms to use.
  - Is reviewing applications for the critical areas ordinance which includes aquifer recharge areas.
- Mayor Wheeler shared that the City of Bremerton:
  - Is facing the challenge of encampments throughout the city and on private property. The city's resources, including rental assistance and mental health programs, are at capacity in terms of managing the safety and public health issues. The City is looking for help from the state, as its local resources are not able to fully address the interrelated issues of homelessness, mental health, and addiction.
    - Councilmember Tirman recommended that the issue be included on an upcoming Affordable Housing Task Force agenda. Chair Erickson noted that the Executive Committee will discuss the appropriate venue for a discussion on encampments.
  - Is pleased to receive funding for park improvements.
- Commissioner Gelder shared that that Kitsap County:
  - Is holding public hearings related to local codes for drones and a no shooting area in Southwest Kitsap.
  - Is planning to attend the Washington Transportation Commission hearings in Bremerton in June to illustrate the transportation needs of Kitsap.
  - Is preparing for fire season and are looking to develop coordinated education and outreach campaigns with other jurisdictions.
    - Councilmember Tirman shared that the Bainbridge Island is considering replacing its firework show with drones.



## Kitsap Regional Coordinating Council

- Fireworks safety will be added to the next Board meeting agenda.
- Commissioner Garrido shared that she will be representing Kitsap County at Legislative Days on the Hill for the federal legislative session. She invited KRCC Board members to join her.
- Captain Schrader shared that Naval Base Kitsap will be celebrating Armed Forces Day on Saturday, May 18, as well as the Battle of Midway on June 6. There will be a change of command of Naval Base Kitsap on August 16 to Captain Rich Reinhardt. Captain Schrader will continue to serve the Navy at Naval Base Kitsap. Lastly, the Chief of Navy Operations recently visited Naval Base Kitsap and spoke on the future of the Navy.
- Chris Placentia shared that the Port Gamble S'Klallam Tribe has several economic development initiatives and is facing the same challenges in terms of finding the resources to address homelessness and related issues.
- Commissioner Strakeljahn shared that the Port is overseeing several capital projects and that it recently hired a new Director of Airport Operations.
- Mayor Putaansuu shared that Port Orchard:
  - The City selected a new Police Chief.
  - Will be celebrating its Community Service Day.
  - The ribbon cuttings in Tremont and for the Rockwell Waterfront Park will be in August.
- Councilmember Rosapepe shared that the state legislature was unable to pass the plastic bag ban. As a result, Port Orchard City Council will continue to work with the County to institute the ban. He also noted that this May is expected to be the driest month on record.
- Councilmember Stern shared that there are 5 seats up for election on the Poulsbo City Council. At the end of the next election cycle in 2020, the City of Poulsbo will be restructuring to have a part time Mayor and a full time City Manager, as operations have become complex enough to warrant professional management.
- Mayor Erickson noted that the restructure came with her encouragement to the Council. Poulsbo is experiencing heavy development pressure as applications are flooding their public works and engineering departments. Lastly, three new shops in downtown Poulsbo have opened.
- Councilmember Mills shared that the Suquamish Tribe was awarded \$1 million for the development of an auditorium. He thanked those who attended the gathering at the Suquamish shores redevelopment and for supporting the Suquamish Foundation. He also plans to tour a 45 home housing development at Lummi Nation.

### 6. KRCC COMMITTEE REPORTS

**Activities from TransPOL meeting on April 18.** The committee heard report outs from project sponsors on the Rural Town Centers and Corridors Competition, which is administered by PSRC and has \$5 million in funds available. Projects will be submitted to PSRC by the end of the month.

**Next TransTAC meeting on June 13.** TransTAC will discuss opportunities for collaboration on bike share and e-bikes/scooters, as well a regional pavement contract.





# Kitsap Regional Coordinating Council

**Next PlanPOL meeting on May 21.** PlanPOL will receive a progress update from LUTAC on the updates to the CPPs and discuss the regional growth alternatives with PSRC.

**Next LUTAC meeting on May 9.** LUTAC will continue working on amendments to the CPPs and prepare an update for PlanPOL.

## 7. PSRC BOARD AND COMMITTEE REPORTS

**Executive Board.** The Board approved the change to the project status for the City of Sumner.

**Growth Management Policy Board.** Mayor Wheeler read the letter to PSRC on behalf of the City of Bremerton regarding the regional growth alternatives under consideration. He cited a preference for a hybrid of Stay the Course and Transit Focused Growth, encouraging density and maintaining rural character. He also noted that Transit Focused Growth alone may not address the needs or strengths of Kitsap, as there is no Light Rail in the County.

**Transportation Policy Board.** No updates.

**Economic Development District Board.** Councilmember Stern shared that Chairman Forsman, Councilmember Mills, and members of the Tulalip Tribe presented on tribal economic development and future trends, which was well received by the Board.

## 8. CORRIDOR COMMITTEE REPORTS

**SR 16.** No updates.

**SR 305.** Commissioner Gelder shared that the committee held three open houses and that they are continuing to work with WSDOT.

**SR 104.** Commissioner Gelder shared that legislative session did not yield results in terms of funding for improvements. However, the realignment project is moving forward through the Rural Town Center Competition. The Port of Kingston is taking the lead to conduct feasibility study to create a holding lot. The challenge is that wetlands and a slope characterize the site.

## 9. STAFF REPORT

**KRCC Revenue and Expense Report.** KRCC is 26.87% through its budget at 25% of the budget year. The legal services line item in February does not include the services recently utilized for the ILA.

## 10. PUBLIC COMMENTS

Roger Gay, South Kitsap, noted that the Clean Fuel Standard has the potential to become a reality and that improved electric vehicle infrastructure is needed if that is the case. He is curious how legislation is affecting KRCC's planning for the future and is interested to hear about fast ferries and bus rapid transit at the Board Retreat.

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

Commissioner Gelder responded to Mr. Gay's comment. He noted that electric vehicle infrastructure has not been a topic recently discussed, though it would be an important conversation to have. He





## Kitsap Regional Coordinating Council

also shared that the Kingston ferry tally system received funding to offset the cost of the state patrol, in order to facilitate traffic management.

Councilmember Stern shared that he was dissatisfied with the legislature in terms of responsiveness. Commissioner Gelder agreed that from the County's perspective, the legislature was not responsive to the financial pressure of local jurisdictions.

### **12. ADJOURN**

*The meeting adjourned at 11:48 AM*



# 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	
Erickson, Becky	City of Poulsbo	✓
Daug, Leslie	City of Bremerton	
Forsman, Leonard	Suquamish Tribe	
Garrido, Charlotte	Kitsap County	✓
Gelder, Robert	Kitsap County	✓
Goodnow, Michael	City of Bremerton	✓
Medina, Kol	City of 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	✓
Rosapepe, Jay	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>	
Mark Gulbranson	Puget Sound Regional Council
Roger Gay	South Kitsap Taxpayer
David Forte	Kitsap County
<b>KRCC Facilitation Team</b>	
Betsy Daniels	KRCC Program Director
Kizz Prusia	KRCC Land Use Coordinator
Mishu Pham Whipple	KRCC Coordination Lead



# Kitsap Regional Coordinating Council

## KRCC Executive Committee Meeting Draft Summary

Draft v. 5-28-19

**Date:** May 21, 2019

**Time:** 11:00 A.M. - 1:00 P.M.

**Place:** Kitsap Transit, Bremerton

**Members in Attendance:** Mayor Erickson, Port of Bremerton Commissioner Strakeljahn, County Commissioner Wolfe, Bainbridge Island Mayor Medina, Port Orchard Councilmember Ashby

Decisions		
The KRCC Executive Committee: <ul style="list-style-type: none"><li>• Approved Triangle Associates' April 2019 invoice</li><li>• Approved the AWC Associate Membership invoice</li></ul>		
Actions	Who?	Status
Identify potential speakers to address collaborative funding methods for the next Affordable Housing Task Force meeting.	KRCC staff	Ongoing
Invite the County Fire Marshall to discuss fire safety at June Board meeting.	KRCC staff	Complete
Follow up with PSRC to understand status of Tribal voting as it applies to PSRC.	Chair Erickson	Ongoing
Send reminder to KRCC member administrative teams to add KRCC ILA to upcoming council agendas.	KRCC staff	Ongoing
Put a note in the Chair's Comments regarding the updated timing of public meetings for CPP updates.	KRCC staff	Ongoing

### 1. Administrative Agenda

- Approval of Triangle Associates' invoice from April 2019: KRCC Executive Committee members approved Triangle Associates' invoice from April 2019 for \$13,943.01.
- Approval of AWC Associate Membership invoice for \$300: The Executive Committee also approved payment of the AWC Associate Membership.
- Update on Tribal Voting Membership Legislation for RPTOs: The particular legislation does not apply to KRCC, however Chair Erickson will follow up with PSRC to understand how this legislation will affect voting at PSRC.
- KRCC staffing: After returning from maternity leave, Sophie has determined that she will need to take a smaller role on KRCC for 2019 to reduce the amount she is travelling. She will continue supporting the Affordable Housing Task Force.

### 2. Affordable Housing Task Force Update

- Report out from AHTF meeting on May 16: The meeting consisted of a panel discussion with 6 housing experts. There was agreement on the panel that there is a need to look for collaborative funding methods. The Executive Committee noted that publicly owned land near infrastructure could be a viable option for the development of affordable housing. They agreed that at the next AHTF meeting, a discussion on the approach to HB 1406, recording fees, sales tax, and lobbying is needed. KRCC staff will explore potential speakers to address those topics.

### 3. Land Use Items

- The Executive Committee reviewed the agenda and the topics expected at the meeting later that day May 21st:
  - Countywide Planning Policies - Countywide Centers: LUTAC has come to agreement on a path forward for incorporating the County Wide Center's criteria and is continuing their discussions on how to address PlanPOL's request to develop criteria for Local Centers. The timeline set for this year will need to be modified and this will affect expected public meetings on the topic, The Chair will make a note of this for the record at the Board meeting.
  - Development of Vision 2050 Preferred Alternative: PSRC asked the County to confirm if a 5% allocation of increased growth was acceptable for the preferred alternative and the County has asked that the discussion be on the agenda for PlanPOL to discuss with the Cities, as a request for a larger share of regional growth may have implications on the allotment for growth among all Kitsap jurisdictions. PSRC will provide an overview of the preferred alternative in comparison to recent trends.

#### **4. Transportation Items**

- Next TransTAC meeting on June 13: TransTAC will discuss opportunities for collaboration related to bike share and e-bike/scooters, as well as a potential regional pavement contract.

#### **5. KRCC Board Retreat on July 30 at Island Lake Community Center**

- Review propose approach and agenda outline: The Committee reviewed Berk's proposed approach to the retreat, which includes a mapping exercise to show where the increase in growth is likely an what the impacts may be. The Executive Committee discussed the potential metrics to consider for impacts of growth including infrastructure, transportation, and employment. The intent of the discussions is not to solve an immediate problem but to develop principles for how the jurisdictions may wish to collaborate given the increased growth expected.

#### **6. June 4, 2019 KRCC Board Meeting Agenda and Packet**

- Review the draft 6/4 KRCC Board meeting agenda: Agenda items include an update on the Board Retreat proposed approach and a discussion on fire safety coordination for the 4<sup>th</sup> of July Holiday. KRCC staff was asked to invite the County Fire Marshall to present on the County's approach to fire safety for the 4th. KRCC staff were also asked to send a reminder to the Board and administrative teams to ratify the KRCC ILA.

#### **7. Adjourn**



# Kitsap Regional Coordinating Council

## Kitsap Regional Coordinating Council (KRCC)

### Affordable Housing Task Force (AHTF) Meeting Agenda (v.5-10-19)

May 16, 2019 | 10:15 a.m. – 12:15 p.m. | Kitsap Transit, 60 Washington Ave. Bremerton, WA  
3<sup>rd</sup> Floor Conference Room

#### Purposes

- Follow up on the homework assignments from the March 21 AHTF meeting, including the Housing Policy Tools Matrix and the lack of Community Development Block Grant (CDBG) funded projects for new rental units.
- Discuss the barriers to affordable housing and possible solutions for overcoming these barriers.

#### 1. Welcome and Business (5")

- a. Chair's Comments
- b. [AHTF Terminology](#) for reference only (packet pg. 2)
- c. Approve [March 21 AHTF meeting summary](#) (packet pg. 3)

#### 2. Review of Affordable Housing Homework from 3/21 AHTF Meeting (35")

- a. Review existing affordable housing tools homework. (See printed versions at meeting)
  - i. **Discussion question:** Are these tools being used and are they working?
  - ii. **Note:** The Puget Sound Regional Council (PSRC) is also collecting data regarding affordable housing policies and will build from Kitsap's affordable housing policy tools matrices.
- b. Update on outreach to better understand the lack of CDBG-funded projects for new rental units in Kitsap.

#### 3. Education and Dialogue: Affordable Housing Panel (70")

- a. Chair Erickson will moderate the following panel (in alphabetical order):
  - i. Phedra Elliot, Executive Director, Housing Resources Bainbridge
  - ii. Stuart Grogan, Executive Director, Housing Kitsap
  - iii. Russ Shippet, Executive Officer Kitsap Building Association
  - iv. Bonnie Tufts, Block Grant Manager, Kitsap County Dept of Human Services
  - v. Kurt Wiest, Executive Director, Bremerton Housing Authority
- b. Dialogue, questions, and answers with AHTF members.

#### 4. Public Comments (5")

#### 5. AHTF Questions, Concerns, and Announcements (5")

#### 6. Adjourn

*The next meeting is scheduled for July 18, 2019 at Kitsap Transit. Topics include financing tools and a possible countywide emergency declaration for affordable housing.*

#### Parking Lot for Future Research Topics:

- Current public money used for affordable housing countywide.
- Use of surplus public land for affordable housing.

# Kitsap Regional Coordinating Council

## 2019 Annual Retreat

In preparation for the next round of GMA comprehensive plan periodic updates, the Kitsap Regional Coordinating Council (KRCC) Board plans to use their July 2019 retreat as an opportunity to start a discussion about future countywide growth distribution. BERK has been selected to support this effort through development of potential growth scenarios, identification and analysis of indicators to help compare and assess the different scenarios and facilitation of an interactive retreat. The following summarizes our planned approach, followed by a draft agenda.

### APPROACH

<b>1. PLAN</b> <i>Meet with KRCC to confirm direction</i>	PREPARE	Prepare draft retreat objectives and agenda; assemble background information, including base maps and data from collective comprehensive plans, PSRC and OFM projections, develop options for growth scenarios and for 3 – 5 key metrics.
	MEET	Meet with KRCC to confirm direction.
	OUTCOME	Direction on retreat agenda, roles, growth scenarios, indicators and other key issues.
<b>2. PREPARE</b> <i>Gather data, prepare analysis and other materials</i>	DEVELOP	Prepare description and analysis of the growth scenarios and selected indicators, supporting high-resolution maps and graphics, retreat materials, including Powerpoint presentation and other needed display materials and handouts.
	COLLABORATE	Work in partnership with project staff to prepare all logistics and other needs to ensure a smooth-running retreat.
	OUTCOME	All materials and preparation needed to support a productive annual retreat.
<b>3. FACILITATE</b> <i>Lead presentations, facilitate discussion and exercises</i>	FACILITATE	Facilitate discussions, lead interactive exercises, and record notes as needed in collaboration with the project team. Following the meeting we will provide a summary flip chart notes and other written materials. Two BERK planners will participate in the retreat.
	OUTCOME	Productive workshop that identifies areas of agreement and for future discussion, additional information needed and next steps in the process.



# Kitsap Regional Coordinating Council

## 2019 Annual Retreat

July 30, 2019 | 10:00 am-4:00 pm | Island Lake Community Center, Poulsbo

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### Meeting Objectives

- Begin discussion of growth patterns and distribution of future growth
- Identify areas of common agreement and areas for further discussion
- Identify additional information needed and next steps

### Agenda

10:00 am	Introductions
10:15 am	Kitsap County growth retrospective <ul style="list-style-type: none"><li>▪ Presentation</li><li>▪ Facilitated discussion <i>Benefits and challenges of past growth, lessons learned for the future</i></li></ul>
10:45 am	Vision and values <ul style="list-style-type: none"><li>▪ Presentation</li><li>▪ Facilitated discussion <i>Priorities; how to operationalize values in future growth</i></li></ul>
11:15 am	Looking to the future, Part I <ul style="list-style-type: none"><li>▪ Presentation</li><li>▪ Agenda for the afternoon</li></ul>
Noon	Lunch
1:00 pm	Looking to the future, Part II <ul style="list-style-type: none"><li>▪ Small group mapping exercises <i>Future growth options; revisions following large group discussion</i></li><li>▪ Whole group facilitated discussion <i>Feedback to small groups</i></li></ul>
3:45 pm	Closing
4:00 pm	Adjourn



**PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE  
KITSAP REGIONAL COORDINATING COUNCIL (KRCC)  
PSRC BOARDS v.05/24/19**



Puget Sound Regional Council

**Executive Board**

Date of Next Meeting: **June 27, 2019** • 10:00 – 11:30 a.m.

Topics from Meeting: **April 25, 2019** (packet posted [here](#)):

- Committee Reports
- Consent: Approve Minutes; Approve Vouchers in the Amount of \$906,703.07; Approve Membership for Town of Wilkeson; Adopt Routine Amendment to the 2019-2022 Transportation Improvement Program; Authorize a Change in the Regional Transportation Improvement Program; Authorize a Change in the Regional Transportation Plan Project Status for the City of Sumner SR 410/Traffic Avenue Interchange Project; Authorize a Change in the Regional Transportation Plan Project Status for the Kitsap Transit Bremerton to Downtown Seattle Passenger-Only Ferry Project; Approve Transportation Policy Board Chair Appointment
- Discussion: Arlington-Marysville Manufacturing/Industrial Center Designation Application; A Conversation with University of Washington President Ana Mari Cauce

**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

**Transportation Policy Board (TPB)**

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

Topics from **June 13, 2019** Meeting (agenda posted [here](#)):

- Consent: Approve Minutes of TPB Meeting held 2/14/19; Approve Minutes of TPB Meeting held 4/1/19
- Discussion: Special Needs Transportation: Status Report and Ongoing Work
- Discussion: Passenger Only Ferries Futures Work
- Discussion: Regional Transportation Plan Implementation, 2019 Work Program

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

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

**Growth Management Policy Board (GMPB)**

Date of Next Meeting: **June 6, 2019** • 10:00 a.m. – 12:00 p.m.

Topics from **May 2, 2019** Meeting: (packet posted [here](#)):

- Consent: Approve Minutes of GMPB Meeting held 4/4/19
- Discussion: VISION 2050: Economy Chapter; VISION 2050: Regional Collaboration Chapter; VISION 2050: Regional Growth Strategy and Environmental Review
- Action: Action to Proceed with Draft Multicounty Planning Policies
- Discussion: VISION 2050: Vision Statement and Draft Outline
- Information: Updated 2019 GMPB Meeting Schedule

**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

**Economic Development Board**

Date of Next Meeting: **July 10, 2019** • 1:00 – 3:00 p.m.

Topics from **May 1, 2018** Meeting: (packet posted [here](#)):

- Consent: Central Puget Sound Economic Development District Board Meeting Minutes
- Discussion: Tribal Economic Development
- Discussion: Public Sector Broadband
- Information: Amazing Place Implementation Update – May 2019

**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

**Operations Committee (OC)**

Date of Next Meeting: **June 27, 2019** • 9:30 – 9:50 a.m. Topics from **April 25, 2019** Meeting: (packet posted [here](#)):

- Consent Agenda: Approve minutes of 3/28/19 meeting; Approve Vouchers Dated 3/18/19 – 4/15/19 in the Amount of \$906,703.07
- Action: Approve Membership for Town of Wilkeson
- Discussion: Procurement for Ongoing Administrative Service Contracts; Monthly Budget Progress Report; Contract Status Report; Completed Contracts; Grant Status Report

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



**PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE  
KITSAP REGIONAL COORDINATING COUNCIL (KRCC)  
PSRC COMMITTEES v.5/24/19**



**Regional Staff Committee (RSC)**

Date of Next Meeting: **June 20, 2019** • 9:30 – 11:30 a.m.

Topics from **May 16, 2019** Meeting: (packet posted [here](#)):

- Reports: Meeting Summary for 4/18/19; PSRC Board Reports; Updates from PSRC Planning Department
- Discussion: VISION 2050 Public Comments on Draft Supplemental Environmental Impact Statement; VISION 2050 Regional Growth Strategy Preferred Alternative; VISION 2050 Outline and Schedule
- Information: 2019 Regional Staff Committee Schedule

**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

**Bicycle/Pedestrian Advisory Committee (BPAC)**

Date of Next Meeting: **July 9, 2019** • 10:00 a.m. – 12:00 p.m.

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

- Action: Approval of Meeting Summary for 3/12/19; Chair and Vice Chair Elections
- Information: New Voting Member Appointments Update
- Discussion/Action: Operating Procedures Update
- Discussion: WSDOT State Active Transportation Plan Update; Comments to WSDOT on SR 522 Biking Prohibitions; PSRC's Household Travel Survey; Regional Bike and Pedestrian Data Project Survey
- Roundtable: 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

**Transportation Operators Committee (TOC)**

Date of Next Meeting: **June 26, 2019** • 10:00 a.m. – 11:30 a.m.

Topics from **May 22, 2019** Meeting: (packet posted [here](#)):

- Approval of Meeting Summary – 4/24/18
- Transportation Policy Board and Regional Staff Committee Debrief
- Discussion: Chair and Vice Chair Nominations
- Action: Update to TOC Operating Procedures
- Discussion: 2019 Transit Integration Report Initiation; FTA Project Tracking and Progress Reports Update; Passenger Only Ferries Study
- Highlights from Transit Agency and Ferry Operators in the Region

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

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

**Regional FTA Caucus**

Date of Next Meeting: **August 14, 2019** • 10:30 a.m. – 12:00 p.m.

Topics from **May 8, 2019** Meeting: (packet posted [here](#)):

- Action: Approval of Meeting Summary – 12/11/18
- Discussion: PSRC's 2019 Annual FTA Adjustments
- Discussion: 2020 FTA Project Selection Process
- 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

**Regional Project Evaluation Committee**

Date of Next Meeting: **June 28, 2019** • 9:30 a.m. – 11:00 a.m.

Topics from **May 24, 2019** Meeting: (agenda posted [here](#)):

- Approve Meeting Summary for 4/26/19
- Transportation Policy Board Debrief
- Action: Obligation Delivery Procedures and Contingency Funding Recommendation
- Discussion: Next Steps for Project Delivery, Project Tracking and Project Selection
- Other Business

**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

**Regional Traffic Operations Committee (RTOC)**

Date of Next Meeting: **September 5, 2019** • 9:30 a.m. – 11:00 a.m.

Topics from **May 2, 2019** Meeting (agenda posted [here](#)):

- Presentation: Lynnwood's Multi-Agency Adaptive Signal Control
- Discussion: Update on Regional ITS Inventory Survey and Review of Preliminary Visualizations
- Announcements

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

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

Kitsap Regional Coordinating Council Revenue and Expense Report for Work Completed in 2019 (draft)																	
CASH BASIS																	
Draft v. 4-24-2019																	
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	\$ 159,235.08	\$ 8,948.08	\$ 7,795.08	\$ 7,795.08									\$ 200,833	N/A	N/A	N/A
Events/Receptions		\$ 600													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	\$ 159,835.08	\$ 8,948.08	\$ 7,795.08	\$ 7,795.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 211,355.03			
Operating Expenses																	
Triangle labor/expenses		\$ 15,930.65	\$ 17,273.65	\$ 18,083.30	\$ 13,943.01									\$ 65,230.61	\$ 197,275	33%	33.07%
Legal Services		\$ 822.80												\$ 822.80	\$ 2,000	33%	41.14%
WCIA Insurance	\$ 5,016													\$ 5,016.00	\$ 5,000	33%	100.32%
Room Rentals				\$ 308.00										\$ 308.00	\$ 1,302	33%	23.66%
Reserves														\$ -	\$ 4,500	33%	0.00%
Miscellaneous			\$ 34.88	\$ 1.00	\$ 300.00									\$ 335.88	\$ 3,841	33%	8.74%
Total Op. Expenses	\$ 5,016.00	\$ 16,753.45	\$ 17,308.53	\$ 18,392.30	\$ 14,243.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,713.29	\$ 213,918	33%	33.52%
Net Income														\$ 139,641.74			
Total Reserves*	\$19,500																

Amendments/Modifications/Notes:

- Note 1Triangle Associates' invoice in January 2019 was for work completed in 2018 and can be found on the 2018 income statement.
- \*Note 2KRCC staff is working with Kitsap County's Budget & Finance Department to confirm the total reserve levels for KRCC.
- Note 3The \$3,000 in West Sound Alliance payments are accounted for under Member Dues