



Kitsap Regional Coordinating Council

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

KRCC Executive Board Meeting Reference Packet

February 06, 2024

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Kitsap Regional Coordinating Council

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KRCC Executive Committee **DRAFT** Meeting Summary

v. 1-10-2024

Date: December 19, 2023

Time: 1:30 pm – 2:30 pm

Remote meeting via Zoom

Attendees (alphabetical): Councilmember Deets, Mayor Putaansuu, Commissioner Strakeljahn, Commissioner Walters, Mayor Wheeler

Decisions		
The KRCC Executive Committee decided to		
<ul style="list-style-type: none"> Approve the 11/16 Executive Committee meeting summary Approve the Triangle Associates invoice for November services and expenses 		
Actions	Who?	Status
Sign and submit invoice approval form	Chair, Vice Chair, KRCC Staff	Complete
Reserve Council Chambers at Norm Dicks Government Center for KRCC Workshop	KRCC Staff	Complete
Confirm potential presenters and agenda for KRCC workshop	KRCC Staff	In Progress
Send calendar invite to Executive Board for workshop	KRCC Staff	Complete
Obtain phone number for PGST Chairwoman for Chairman Deets	KRCC Staff	Complete
Look back at KRCC archives regarding affordable housing grant	KRCC Staff	Complete

1. Chair’s Welcome

KRCC Chair/Bremerton Mayor Greg Wheeler welcomed the Executive Committee to the virtual meeting and noted that it was his last meeting as the KRCC Chair for 2023.

2. Committee Updates and Action Items

A. Executive Committee Items

- Approve the November 16 Executive Committee meeting summary
Councilmember Deets moved to approve the November 16 Executive Committee meeting summary. Commissioner Walters seconded. The summary was approved as drafted.
- Discuss Chair’s appointments for 2024 KRCC Executive Committee

The Committee discussed appointments for the 2024 KRCC Executive Committee. The KRCC staff will meet with the incoming Chair/Vice Chair in January to discuss this further.

- Discuss Homelessness and Affordable Housing Workshop

The Committee discussed the upcoming 2024 KRCC workshop on homelessness and affordable housing. Together, they agreed on a date/time for the workshop to convene. The proposed date is Feb. 29, 2024, at the Norm Dicks Government Center in the main chambers from 9am to 1pm. They noted topics that may require attention including:

- Committee members noted different individuals from the Salvation Army, CARE team, HEART Coordinator and Kitsap County should be presenters at the workshop to discuss their focus area on the issue of homelessness.
- Members discussed that this workshop should be an opportunity to see what jurisdictions are doing on this topic of homelessness and to get our definitions aligned as they can mean different things to different people.
- Members agreed that the workshop should be attended by primarily Executive Board members and invited guest presenters. The workshop does not need to include city staff, just those in leadership positions.
- Committee members went over the draft agenda and the topics. They suggested changes regarding the discussions on low barrier shelters and focus on funding.
- Regarding 1/10 of 1% funding, Members noted it would be beneficial to share how each jurisdiction is using these funds and a summary will also be completed to provide to the 1/10 of 1% Board.

- Discuss approach to 2024 KRCC staff “roadshow” to local jurisdictions

The Committee discussed the approach to the 2024 KRCC staff roadshow to local jurisdictions. The KRCC staff noted that they proposed presenting to the jurisdictions in the summer of 2024. These presentations would be a standard presentation with an overview of KRCC and could also be modified for each jurisdiction based on guidance from respective KRCC members. Committee members noted that the late summer (e.g., early September) would work best for city councils.

- Review draft invitation letter to Port Gamble S’Klallam Tribe

The Committee reviewed the draft invitation letter for the new Chairwoman of the Port Gamble S’Klallam Tribe. The Committee agreed that the new chair of KRCC should be the one to send the invitation letter, but first a conversation over the phone with the new Chairwoman and the Chair would be beneficial before sending the letter. KRCC staff will reach out to the Tribe and obtain contact information for the Chair and make edits to the letter for another review in the January Executive Committee meeting.

B. Land Use Items

- No upcoming land use activities.

C. Transportation Items

- Review draft January 18 TransPol meeting agenda

The Committee reviewed the draft of the Jan. 18 TransPol meeting agenda in their packets.

- Review draft January 11 TransTac meeting agenda

The Committee reviewed the draft of the Jan. 11 TransTac meeting agenda in their packets. It was noted that the KRCC staff met with PSRC and the Countywide Chairs (Steffani Lillie and David Forte) to discuss the 2024 competition calendar. TransTac and TransPol agendas reflect the required deadlines from PSRC.

3. Review KRCC Board Agenda and Materials

- Review draft February 6 KRCC Board meeting agenda

The Committee reviewed the draft agenda for the February 6 KRCC Board meeting. KRCC staff will provide the draft Dec. 2023 KRCC Board meeting summary in advance of the February 2024 Board meeting. There will be two presentations during the Feb. meeting from PSRC and PSCAA. There will also need to be approval of the 2024 Kitsap Countywide Call for projects.

4. Administrative Agenda

- Discuss 2006 KRCC affordable housing grant recipient question

The Committee was informed about a recent message that was sent to KRCC staff regarding a 2006 affordable housing grant. KRCC staff will look back at KRCC archives to find more information about this grant to see what occurs if the grant recipient is unable to meet the 25-year requirement.

- Approve Triangle Associates November 2023 Invoice

Mayor Wheeler moved to approve the Triangle Associates invoice for November 2023. Commissioner Strakeljahn seconded. The motion to approve November 2023 invoice of \$21,682.69 passed without objection or abstention.

- Review results of the 2023 evaluation of Triangle Associates

The Committee was given the results of the 2023 evaluation of Triangle Associates in their packets. The Committee reviewed the results but did not hold an Executive Session to discuss items further.

5. Adjourn

The meeting adjourned at 2:30 PM.



Kitsap Regional Coordinating Council

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KRCC Executive Committee **DRAFT** Meeting Summary

v. 1-25-2024

Date: January 18, 2024
Time: 11:00 am – 1:00 pm
Remote meeting via Zoom

Attendees (alphabetical): Councilmember Deets, Mayor Erickson, Mayor Putaansuu, Commissioner Strakeljahn, Commissioner Walters, Mayor Wheeler

Decisions		
The KRCC Executive Committee decided to <ul style="list-style-type: none"> • Approve the 12/19 Executive Committee meeting summary • Approve the Triangle Associates invoice for December services and expenses • Approve the Association of Washington Cities and Risk Management Service Agency annual invoices • Approve Kitsap Prosecuting Attorney invoices 		
Actions	Who?	Status
Sign and submit invoice approval form	Chair, Vice Chair, KRCC	Complete
Sign and submit external invoice approval forms	Chair, Vice Chair, KRCC	Complete
Email postponement of Feb. 29 th KRCC Workshop	KRCC Staff	Complete
Reach out to 1/10 of 1% presenters about presenting on March 5 th Board meeting	KRCC Staff	Complete
Make edits to Port Gamble S'Klallam Tribe letter and send to Chair/Vice Chair for review	Chair, Vice Chair, KRCC	Complete
Reach out to point of contact on housing grant and ask about dollar amount	KRCC Staff	Complete
Prepare memo for Chair to announce 2024 Executive Committee members at Feb. Board meeting	KRCC Staff	Complete

1. Chair's Welcome

KRCC Chair/Bainbridge Island Mayor Joe Deets welcomed the Executive Committee to the virtual meeting.

2. Committee Updates and Action Items

A. Executive Committee Items

- Approve the December 19 Executive Committee meeting summary

Mayor Erickson moved to approve the December 19 Executive Committee meeting summary. Commissioner Walters seconded. The summary was approved as drafted.

- Discuss Homelessness and Affordable Housing workshop

The Committee discussed the 2024 Homelessness and Affordable Housing workshop. Together, they agreed to postpone the workshop that was planned on Feb. 29th. They noted the following on this topic:

- Committee members discussed that instead of holding a workshop, the March Executive Board meeting can be an informational session on the current spending on the 1/10 of 1% sales tax for homelessness, affordable housing, as well as mental health services.
- Members agreed that the presenters for the March Board meeting should just be staff from the city and county offices that work on the 1/10 of 1% funding. There is no longer a need to have presenters from the Salvation Army or CARE teams.
- Some Committee members noted that with the U.S Supreme Court preparing to hear a case on homelessness encampments, it would be better to hold off any decisions until after the Court's ruling.
- It was noted that KRCC staff has been working with city staff from Bainbridge Island and Poulsbo on creating a memo on 1/10 of 1% sales tax funding that will be available for Board members at the March meeting.

- Review draft invitation letter to the Port Gamble S'Klallam Tribe Chairwoman

The Committee reviewed the draft invitation letter to the Port Gamble S'Klallam Tribe (PGST) Chairwoman and the updated edits that were requested during the last Executive Committee meeting. The KRCC Staff will send the draft letter to the Chair/Vice Chair to make final edits before sending it to the PGST Chairwoman.

- Follow up on 2006 Housing Grant

The Committee was given a follow-up regarding a 2006 affordable housing grant. KRCC Staff will reach back out to the point of contact person and ask about the initial grant amount and will update the Committee at the next meeting.

- 2024 KRCC Dues update

The Committee was given an update on 2024 KRCC Dues. The KRCC staff have sent out the dues to all jurisdictions.

B. Land Use Items

- Review Draft 08 February LUTAC meeting agenda

The Committee reviewed the draft of the Feb. 8 LUTAC meeting agenda.

C. Transportation Items

- Review draft 18 January TransPol meeting agenda

The Committee reviewed the draft of the Jan. 18 TransPol meeting agenda.

- Review draft 18 January TransTac meeting agenda

The Committee reviewed the draft of the Jan. 18 TransTac meeting agenda.

- Review draft 08 February TransTac meeting agenda

The Committee reviewed the draft of the Feb. 8 TransTac meeting agenda.

3. Review KRCC Board Agenda and Materials

- Review draft February 06 KRCC Board meeting agenda

The Committee reviewed the draft agenda for the February 6 KRCC Board meeting. It was noted that during the Board meeting, the new KRCC Chair will announce the 2024 Executive Committee members. The KRCC Staff will prepare a memo for the KRCC Chair to make this announcement. They were reminded of the two presentations during the Feb. meeting from the Puget Sound Regional Council (PSRC) and Puget Sound Clean Air Agency (PSCAA).

- Review draft December 05 Board meeting summary

The Committee reviewed the draft of the December 05 Board meeting summary in their packets.

4. Administrative Agenda

- Review draft 2024 KRCC Roster

The Committee reviewed a draft of the 2024 KRCC Roster. It was noted that Bremerton's 2024 KRCC roster has been received & updated. Councilmember/Mayor Deets noted that council appointments for Bainbridge Island are scheduled for next week's City Council meeting and will update KRCC at the next Board meeting.

- Review draft 2024 PSRC Roster

The Committee reviewed a draft of the 2024 PSRC Roster. It was noted that Bremerton's 2024 PSRC Roster has been received & updated.

- Approve Triangle Associates December 2023 Invoice

Mayor Deets moved to approve the Triangle Associates invoice for December 2023. Commissioner Walters seconded. The motion to approve the December 2023 invoice of \$15,981.15 passed without objection or abstention.

- Approve AWC annual membership renewal Invoice

Mayor Deets moved to approve the AWC annual membership renewal invoice. Mayor Wheeler seconded. The motion to approve the AWC annual membership renewal invoice passed without objection or abstention.

- Approve RMSA membership (insurance) Invoice

Mayor Deets moved to approve the RMSA membership insurance invoice. Commissioner Walters seconded. The motion to approve the RMSA membership insurance invoice passed without objection or abstention.

- Approve Kitsap County Prosecuting Invoice

Mayor Deets moved to approve the Kitsap County Prosecuting Attorney invoices. Mayor Erickson seconded. The motion to approve the Kitsap County Prosecuting Invoices passed without objection or abstention.

5. Adjourn

The meeting adjourned at 12:30 PM.



PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE KITSAP REGIONAL COORDINATING COUNCIL (KRCC)

PSRC BOARDS v.1/25/2024



Executive Board

Date of Next Meeting: **February 22, 2024** • 10:00 AM–12:00 PM

Topics from Meeting: **January 25, 2024** (packet posted [here](#)):

- Consent: Approve minutes of 12/7/23 meeting, Vouchers dated 11/15/23-1/12/24, Approve Contract Authority for Records Digitization and Furniture Purchase, Budget Amendment and Contract Authority for Subrecipient Agreements and Consultants Contracts, Adopt Routine Amendment to the 2023-26 TIP, Change in the RTPP Status for Two Projects, 2025-26 FTA Funding Allocations
- Action: PSRC’s FHWA Equity Pilot Funding, 2024 Policy Framework for PSRC’s Federal Funds
- Discussion: Equity Advisory Committee update
- Information: Draft Supplemental Biennial Budget and Work Program (FY2024-25), Newly elected officials workshop, 2024 Executive Board and Operations Committee meeting schedule

Contact: Sheila Rogers - srogers@psrc.org; **KRCC Members:** Commissioner Garrido, Mayor Erickson, Commissioner Strakeljahn, Mayor Wheeler, Mayor Putaansuu; Alternates: Councilmember Rosapepe, Mayor Deets, Councilmember Chamberlin, Commissioner Bozeman

Growth Management Policy Board (GMPB)

Date of Next Meeting: **February 1, 2024** • 10:00 AM – 12:00 PM

Topics from **January 4, 2024** Meeting (packet posted [here](#)):

- Consent: Approve minutes of 11/2/23 GMPB Meeting
- Discussion: Black Home Initiative, Covenant Homeownership Act, 2024 Regional Transit Oriented Development Committee Work Plan, Regional Safety Plan Draft Scope of Work
- Information: Draft Supplemental Biennial Budget and Work Program, GMPB 2024 meeting calendar

Contact: Heather Culver– hculver@psrc.org; **KRCC Members and Affiliates:** Commissioner Walters, Councilmember Quitslund, Councilmember Purser, Mayor Wheeler, Andrea Spencer; Alternates: Commissioner Rolfes, Councilmember Chamberlin, Mayor Deets, Councilmember Ostrom

Operations Committee (OC)

Date of Next Meeting: **February 22, 2024** • 9:00 – 9:50 AM

Topics from **January 25, 2024** Meeting (packet posted [here](#)):

- Consent: Approve Minutes of Meeting held 12/7/23, Approve Vouchers 11/15/23-1/12/23
- Action: Approve Additional Contract Authority for Records Digitization and Furniture Purchase, Approve Budget Amendment and Contract Authority for Subrecipient Agreements and Consultant Contracts to Implement Safe Streets for All Safety Grant Round 2
- Information: PSRC Office Space Report, Monthly Budget Report, Contract Status Report, Grant Status Report, 2024 Executive Board and Operations Committee schedule
- **Contact:** Casey Moreau - cmoreau@psrc.org; **KRCC Members:** Mayor Erickson; Alternate: Councilmember Deets

Transportation Policy Board (TPB)

Date of Next Meeting: **February 8, 2024** • 9:30 – 11:30 AM

Topics from Meeting: **January 11, 2024** (packet posted [here](#)):

- Consent: Approve minutes of 12/14/23 TPB meeting, Routine Amendment to the 2023-2026 TIP, Recommend Authorizing a Change in the Regional Transportation Plan Project Status for Two Projects
- Action: 2025-26 FTA Funding Allocations, Equity Pilot Project Recommendations, Preparing for the 2024 Project Selection Process/ Recommendation of 2024 Policy Framework for PSRC’s Federal Funds
- Information: Transportation Work Program Progress Tracker, Draft Supplemental Biennial Budget and Work Program, 2024 Meeting Schedule

Contact: Casey Moreau - cmoreau@psrc.org **KRCC Members:** Commissioner Rolfes, Mayor Putaansuu, Mayor Erickson, Councilmember Mills, Mayor Wheeler; Alternates: Commissioner Garrido, Director Clauson, Commissioner Bozeman, Chairman Forsman, Councilmember Chamberlin

Economic Development District Board

Date of Next Meeting: **March 6, 2024** • 10:00 AM – 12:00 PM

Topics from **November 29, 2023** Meeting (packet posted [here](#)):

- Consent: Minutes of 9/6/23 meeting, Vouchers from 5/18/23 – 7/12/23
- Action: Ratify Nominating Committee for Election of Officers
- Discussion: 2024 Economic Development Priorities, Industrial Lands Analysis Update
- Information: Staff Report, WEDA 2024 Legislative Agenda

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



**PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE
KITSAP REGIONAL COORDINATING COUNCIL (KRCC)**



PSRC COMMITTEES v.1/25/24

Regional Staff Committee (RSC)

Date of Next Meeting: **February 15, 2024** • 9:30 – 11:30 AM

Topics from **January 18, 2024** Meeting: (packet posted [here](#)):

- Reports: Meeting Summary for 11/16/23, PSRC Announcements and Updates
- Discussion: 2024 WA State Legislative Session Update, DOC Services and Planning Resources, Regional Centers Monitoring Scope of Work, Draft Supplemental Biennial Budget and Work Program
- Information: Draft Supplemental Biennial Budget and Work Program

Contact: Ben Bakkenta- bbakkenta@psrc.org

KRCC Affiliates: Eric Baker, Nick Bond, Heather Wright, Ed Coviello, Andrea Spencer, Joe Morrison; Alternates: Jeff Rimack, Jennifer Sutton, Garrett Jackson, Patty Chamas.

Regional FTA Caucus

Date of Next Meeting: **TBD** • 10:30 AM – 12 PM

Topics from **January 17, 2024** Meeting: (packet posted [here](#)):

- Action: Approval of meeting summary 12/13/23, FTA Funding Redistribution Requests
- Discussion: FTA Project Tracking Policies

Contact: Sarah Gutschow - sgutschow@psrc.org

KRCC Affiliates: Steffani Lillie; Alternate: Jeff Davidson

Bicycle/Pedestrian Advisory Committee (BPAC)

Date of Next Meeting: **TBD in 2024** • 10:00 AM – 12:00 PM

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

- Action: Approval of Meeting Summary 7/11/23
- Discussion: Regional Safety Plan, Regional Mobility on Demand (MOD) Work Program and Inventory, Connecting People to Transit Update, Pedestrian and Bicycle Facility Inventory Update,
- Roundtable: Announcements of P/B Activities

Contact: Sarah Gutschow - sgutschow@psrc.org

KRCC Affiliates: Chris Dimmitt, David Forte, Chris Wierzbicki; Alternates: Vicki Grover, Anthony Burgess, Melissa Mohr.

Regional Project Evaluation Committee

Date of Next Meeting: **January 26, 2024** • 9:30 – 11:00 AM

Topics from **December 1, 2023** Meeting: (agenda posted [here](#)):

- Action: Approve 10/27/23 meeting summary, Project Tracking and Delivery Policy Updates
- Discussion: 2024 Project Selection Process

Contact: Kelly McGourty - kmcgourty@psrc.org

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

Transportation Operators Committee (TOC)

Date of Next Meeting: **February 28, 2024** • 10:00 – 12:00 PM

Topics from **January 24, 2024** Meeting: (packet posted [here](#)):

- Action: Approval of 11/29/23 meeting summary, FTA Fund Redistribution Requests
- Discussion: 2024 Project Selection, Next Steps Connecting People to Transit, 2024 TOC Agenda Topics, Transit Agency Roundtable

Contact: Gil Cerise - gcerise@psrc.org;

KRCC Affiliates: Steffani Lillie; Alternate: Ed Coviello

Regional Traffic Operations Committee (RTOC)

Date of Next Meeting: **TBD in 2024** • 9:30 – 11:00 AM

Topics from **November 2, 2023** Meeting (agenda posted [here](#)):

- Presentation: Regional Safety Plan Draft Scope of Work Outline, Activity Update from FHWA Office of Operations
- Discussion: Signal/ITS Inventory Draft Survey Instrument

Contact: Gary Simonson - gsimonson@psrc.org

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