



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

March 05, 2024

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Kitsap Regional Coordinating Council

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KRCC Executive Committee **DRAFT** Meeting Summary

v. 2-22-2024

Date: February 15, 2024

Time: 11:00 am – 1:00 pm

Remote meeting via Zoom

Attendees (alphabetical): Mayor 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 1/18 Executive Committee meeting summary • Approve the Triangle Associates invoice for January services and expenses 		
Actions	Who?	Status
Sign and submit invoice approval form	Chair, Vice Chair, KRCC Staff	Complete
KRCC Staff to send 2006 Housing Grant information and Barbara Buckham’s email address to Commissioner Walters	KRCC Staff	Complete
Add 2006 Housing Grant to March 5 Board materials and agenda	KRCC Staff	Complete
Remove Rotating Alternate “Other Cities” position on PSRC Roster	KRCC Staff	Complete
Cancel March 19 th PlanPol meeting	KRCC Staff	Complete
Commissioner Walters to reach out to Dough Washburn regarding Housing Grant	Commissioner Walters	Complete
Poulsbo City Council will appoint member to serve as “Other Cities” alternate on PSRC Transportation Policy Board	Poulsbo City Council	In Progress
Make edits to 1/10 of 1% Housing Sales Tax Research	KRCC Staff	In Progress

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 January 18 Executive Committee meeting summary

Mayor Erickson moved to approve the January 18 Executive Committee meeting summary. Mayor Putaansuu seconded. The summary was approved as drafted.

- Follow-up on 2006 Housing Grant

KRCC staff provided an update on the 2006 Housing Grant. It was noted that the confirmed amount of the grant was \$25K. Previously, the Committee had discussed prorating the grant and returning some of the funds. Members noted the following on this topic:

- It was noted that Shepherd's Sanctuary is within the city limits of Bremerton.
- Committee members recalled that in the past, KRCC was the deciding voice for these grants. KRCC would divide this money with Kitsap County, but KRCC is no longer involved with these block grants.
- The Committee agreed that this matter should be managed by Kitsap County and is not within the scope of KRCC. Commissioner Walters will speak with Doug Washburn on this matter.

- Review KRCC 2024 Roster

The Committee reviewed an updated draft of the KRCC 2024 Roster. The KRCC Executive Board will finalize and approve the KRCC 2024 Roster at their next meeting in March.

- Review PSRC 2024 Roster

The Committee reviewed an updated draft of the PSRC 2024 Roster. It was noted that the "Other Cities" alternate position on the PSRC Transportation Policy Board will need to be filled now that John Clauson is no longer an elected official. After discussion, the Committee agreed that the open position should be filled by someone from the Poulsbo City Council. Mayor Erickson will check with the council about finding an alternate. The KRCC Executive Board will finalize and approve the PSRC 2024 Roster at their next meeting in March.

- Discuss 2/6/24 KRCC Board meeting public comment

The Committee was asked if they wanted to discuss any further the public comment that was made at the February KRCC Board meeting. The Committee decided that public comment was noted in the record.

- Update on Letter of Invitation to PGST Chairwoman

The Committee was given an update on the letter of invitation to the PGST Chairwoman Amber Caldera. KRCC staff has scheduled an orientation meeting with the Chairwoman for next week to give an overview of KRCC and discuss her potential participation.

B. Land Use Items

- Review draft March 19 PlanPol meeting agenda

The Committee reviewed the draft of the March 19 PlanPol meeting agenda. It was noted that LUTAC has recommended canceling this meeting due to the light agenda. The Committee was asked if they would like to keep or cancel this PlanPol meeting. The Committee agreed to cancel the March 19 PlanPol meeting.

C. Transportation Items

- Updates on the Regional and Countywide Competitions

The Committee was given an update on the Regional and Countywide Competitions. It was noted that the Call for Projects for the Regional Competition went out recently. The Regional Competition totals around \$54 million. Kitsap County is competing for Countywide Competition 2027-28 funds for around \$10 million. Broken down, these funds would account for general, non-motorized, and preservation projects. It was also noted that \$1.68 million is returning to Kitsap from last cycle's contingency funds.

3. Review KRCC Board Agenda and Materials

- Review draft March 5 KRCC Board meeting agenda

The Committee reviewed the draft agenda for the March 5 KRCC Board meeting. They were asked for guidance regarding the 1/10 of 1% presentations and what they would like to hear from the presenters. The Committee also reviewed the historical transportation funding award data that will be shown to the full Board at the meeting. Members noted the following on this topic:

- Members noted that they do not believe it is fair to combine both mental health projects and housing projects in the same data analysis. The data should be separated because they are two different things. Additionally, mental health services have been provided much longer than housing projects.
 - The Committee would like to hear from the city and county officials what is missing from the 1/10 of 1% funds.
 - The Committee is fine with just seeing the list of projects with the funding amount as opposed to the graphs and charts that were included in the research.
 - Mayor Erickson will be presenting the 1/10 of 1% funding for the City of Poulsbo due to Kim Hendrickson being unavailable to attend the Board meeting.
 - It was noted to the Committee that the KRCC Staff will be meeting with the city and county staff prior to the Board meeting to go over agenda topics and presentations.
 - Committee members how Kitsap County charges a tax that is used for transportation projects that cities cannot levy.
 - Members discussed the role of impact fees in partially covering the cost of transportation infrastructure improvements.
- LUTAC's request to share information about Accessory Dwelling Units (ADUs)

The Committee was informed about a request from LUTAC that Heather Wright (Poulsbo Planning Director) provide a short presentation about how Kitsap jurisdictions might collaborate around promoting ADUs. It was noted that the presentation would be around 15 minutes. After discussion, the Committee agreed that they would like to hear about this presentation at the March 5 KRCC Board meeting.

4. Administrative Agenda

- Approve Triangle Associates January 2024 Invoice

Mayor Putaansuu moved to approve the Triangle Associates invoice for January 2024. Mayor Erickson seconded. The motion to approve the January 2024 invoice of \$22,226.67 passed without objection or abstention.

- Discuss past Invoice for Kitsap Prosecuting Attorney's Office

The Committee discussed past legal services fees that the Kitsap Prosecuting Attorney office is saying KRCC has not paid. KRCC staff were wondering whether they should request from the Prosecuting

office separate invoices for the past two years. Committee members agreed that the Prosecuting Attorney's Office should prepare separate invoices. KRCC staff will reach out to the Prosecuting Attorney's Office and request separate invoices that were not previously billed.

5. Good of the Order

- Discuss potential Regional Drug Task Force

The Committee discussed a recent email that was sent out by Mayor Erickson regarding forming a Regional Drug Task Force. It was noted that a Regional Drug Task Force did exist in the past, but due to COVID, and budget cuts the Task Force was disbanded. Members noted the following on this topic:

- Members noted that while there was a Regional Drug Task Force prior to COVID, there was not enough participation in it. Perhaps in the next year or so now that staff levels in the police departments have leveled there could be another task force created.
- Members agreed that this is outside the scope of KRCC and needs to be managed by the police departments at the city and county levels.

- Discuss potential Executive Committee meeting in Seattle and attending Mariners game

Mayor Deets suggested that the September 19th Executive Committee meeting take place at Triangle's office in Seattle and afterwards Committee members could attend a Seattle Mariners game together. All members liked the idea and agreed that they would pay their own way (no public funds) for baseball tickets and expenses.

6. Adjourn

The meeting adjourned at 12:15 PM.



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



PSRC BOARDS v.2/22/2024

Executive Board

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

Topics from Meeting: **February 22, 2024** (packet posted [here](#)):

- Consent: Approve minutes of 1/25/24 meeting, Vouchers dated 1/2/24-1/5/24, Approve Contract Authority for Waterfront Place Office Repair & Restoration, Contract Authority for 2024 General Assembly, Adopt Routine Amendment to 2023-26 TIP, Approve Change in Regional Transportation Plan Project Status for Two Projects, Adopt Regional Transportation Plan Limited Call for Project Updates
- Discussion: Regional Transportation Plan Dashboard, Regional Transportation Plan (2026-2050) Development Process, Regional Centers Monitoring Scope of Work
- Information: Save the Date: PSRC General Assembly, May 30, 2024 9:30am-1pm., Vision 2025 Awards nominations, Fund Our Ferries Support Letter

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

Transportation Policy Board (TPB)

Date of Next Meeting: **March 14, 2024** • 9:30 – 11:30 AM

Topics from Meeting: **February 8, 2024** (packet posted [here](#)):

- Consent: Approve minutes of 1/11/24 meeting, Routine Amendments to the 2023-2026 TIP, Recommend Authorizing Change in the Regional Transportation Plan Project Status for Two Projects
- Action: Regional Transportation Plan Limited Call for Project Updates
- Discussion: Regional Transportation Plan Dashboard, Regional Transportation Plan (2026-2050) Development Process, Project Selection Future Work Items
- Information: Transportation Work Program Progress Tracker, Newly Elected Officials Workshop, Friday March 1, 9am-1:30pm, 2024 TPB 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

Growth Management Policy Board (GMPB)

Date of Next Meeting: **March 7, 2024** • 10:00 AM – 12:00 PM

Topics from **February 1, 2024** Meeting (packet posted [here](#)):

- Consent: Approve minutes of 1/4/24 GMPB Meeting
- Discussion: State Legislative Update, Regional Centers Monitoring Scope of Work, Equity Advisory Committee Work Plan
- Information: 2024 GMPB Meeting Schedule, Newly Elected Officials Workshop

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, Councilmember Mathews, Councilmember Ostrom

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

Operations Committee (OC)

Date of Next Meeting: **March 28, 2024** • 9:00 – 9:50 AM

Topics from **February 22, 2024** Meeting (packet posted [here](#)):

- Consent: Approve Minutes of Meeting held 1/25/24, Approve Vouchers 1/2/24-2/5/24
- Action: Approve Contract for Cleaning & Disposal, Approve Contract Authority for 2024 General Assembly
- Information: PSRC Office Space Report, Monthly Budget Report, Contract Status Report, Grant Status Report
- **Contact:** Casey Moreau - cmoreau@psrc.org; **KRCC Members:** Mayor Erickson; Alternate: Councilmember Deets



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



PSRC COMMITTEES v.2/22/24

Regional Staff Committee (RSC)

Date of Next Meeting: **March 21, 2024** • 9:30 – 11:30 AM

Topics from **February 15, 2024** Meeting: (packet posted [here](#)):

- Reports: Meeting Summary for 1/18/24, PSRC Announcements and Updates
- Discussion: Puget Sound Recovery Update, PSRC’s 2024 Project Selection Process, Regional Transportation Plan Dashboard
- Information: Save the Date: Annual PSRC General Assembly May 30, 2024 from 9:30am-1pm.

Contact: Mikayla Svob - msvob@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: **March 12, 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: **February 23, 2024** • 9:30 – 11:00 AM

Topics from **January 26, 2024** Meeting: (agenda posted [here](#))

- Action: Approve 12/1/23 meeting summary, Transportation Policy Board Debrief,
- Discussion: Project Tracking and Delivery Policy Updates, 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