



Kitsap Regional Coordinating Council

KRCC Board Meeting Agenda

v. 1-27-21

February 2, 2021; 10:15am--12:15pm

This is an online meeting due to the COVID-19 pandemic and Governor Inslee's "Stay Home, Stay Healthy" Proclamation. To participate:

- Link to participate in the video conference and view the screen share:
<https://zoom.us/j/938664782>. If you are joining by video, please add your affiliation after your name.
- To participate by phone only: Dial 720-707-2699 and enter the Meeting ID: 938-664-782#

Note that this meeting will be recorded via Bremerton Kitsap Access Television (BKAT).

1. Welcome and Introductions

2. Chair's Comments

3. Consent Agenda

- A. **ACTION:** Approve the [12/1/2020 KRCC Board Meeting Summary](#) (vote) Page 3
- B. **ACTION:** Approve the [sub-contract amendment for LDC, Inc.](#) for growth target work (vote) Page 10
- C. Review of the December and January Executive Committee meeting summaries
(Reference Packet pages 2 and 6)

4. Full Discussion/Action Items

- A. Discuss the [March Executive Board Retreat Proposal](#) Page 14
- B. Retreat Prep: [Equity Components of Draft Countywide Planning Policies](#) Page 18
- C. Retreat Prep: Presentation on Kitsap Demographic, Housing, and Transportation Data
- D. [Announcement of 2021 Executive Committee](#) Page 22
- E. Review of [Roster for KRCC Board and Committee Appointments](#) Page 23
- F. Review of [Roster for PSRC Board and Committee Appointments](#) Page 24
- G. Review of [2020 evaluation of Triangle Associates](#), with option for Executive Session Page 26

5. KRCC Committee Reports

- H. Land Use Items
 - i. [Update on Countywide Planning Policies](#) Page 39
 - ii. Review January 14 LUTAC meeting agenda (Reference Packet page 10)
 - iii. Review January 19 PlanPOL meeting agenda (Reference Packet page 11)
 - iv. Review Draft February 11 LUTAC meeting agenda (Reference Packet page 12)
- I. Transportation Items
 - i. Update from the Gorst Coalition
 - ii. Review 2020 Transportation Project Status Update (Reference Packet page 13)
 - iii. Review January 14 TransTAC meeting agenda (Reference Packet page 15)

6. PSRC Board and Committee Reports

- A. PSRC Committees and Boards Report (Reference Packet page 17) and other updates*
 - i. Updates from the PSRC Executive Board
 - ii. Updates from the Growth Management Policy Board

- iii. Updates from the Transportation Policy Board
- iv. Updates from the Economic Development District Board

7. Corridor Committee Reports

- A. SR 16 Committee*
- B. SR 305 Committee*
- C. SR 104 Committee*
- D. SR 303 Committee*

8. KRCC Emergent and Countywide Issues

Report out on new and upcoming land use policies or work of interest*

9. Staff Report

- A. [KRCC Income Statement](#)*

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10. Public Comment

11. KRCC Board Questions, Concerns, and Announcements

12. Adjourn

*Standing agenda item



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC)

DRAFT Board Meeting Summary

December 1, 2020 | 10:15 AM – 12:15 PM

Virtual Meeting following Governor Inslee’s Stay at Home

Order Version 1-26-2021

Decisions		
The KRCC Board approved:		
<ul style="list-style-type: none"> 9/1/20 KRCC Board meeting summary 2021 KRCC Workplan and Budget 2021 KRCC Member Dues 2021-22 Triangle Associates Contract 2021 KRCC Chair and Vice-Chair 		
Actions	Who?	Status
Add a discussion item about KRCC’s involvement with the Greater Seattle Partners to the next Executive Committee agenda.	KRCC staff	Complete
Distribute dues invoices to KRCC members in early 2021.	KRCC staff	Ongoing
Send KRCC staff updates to the KRCC Board and Committees roster worksheet.	KRCC members	Ongoing
Send KRCC staff updates to the PSRC Boards and Committees roster worksheet.	KRCC members	Ongoing
Complete the annual evaluation of Triangle Associates	KRCC members	Ongoing

1. WELCOME AND INTRODUCTIONS

Chair Wolfe welcomed participants (see Attachment A for KRCC Board members in attendance and Attachment B for members of the public in attendance).

2. CHAIR’S COMMENTS

Chair Wolfe shared that this will be his last KRCC Board meeting as Chair and looks forward to Councilmember Ashby’s leadership as Chair with the support of Commissioner Gelder as Vice-Chair in 2021. He noted Lynn Wall, Naval Base Kitsap, will be leaving her role on the KRCC Board as she takes a new position within the Navy at the Naval Undersea Warfare Center (NUWC) Keyport. Anna Whalen will take on Lynn’s role on the KRCC Board with support from Sara Oliveira.

3. PRESENTATION ON ROAD USAGE CHARGE (RUC)

Reema Griffith, Executive Director of the Washington State Transportation Commission, provided a presentation on the Road Usage Charge Assessment. The Commission was directed by the Washington State Legislature to study the Road Usage Charge (RUC) funding mechanism. The RUC is a potential solution to the anticipated gas tax revenue shortfall.

[Click to view the presentation slides.](#)

Questions and comments from Board members are summarized below:

- Mayor Erickson asked about how Washington State will collect RUC fees from drivers.



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- Reema responded that the mechanism may be similar to WSDOT's Good to Go tolling system where drivers set up an account and have payment options that allow the driver to select the frequency and method of payment.
- Commissioner Heacock asked how funds would be distributed to local jurisdictions.
 - Reema responded that the formula used by the State to distribute gas tax revenue to local jurisdictions would remain the same. If GPS data on where drivers used roads became more widely available, the Legislature might consider using a different formula but that is unlikely in the near term given the public's concerns around privacy.

4. CONSENT/ACTION ITEMS

Approve the 9/1/2020 KRCC Board meeting summary. No edits were received.

Approve the 2021 Workplan and Budget. The total KRCC budget for 2021 is \$243,000. The 2021 budget includes \$41,000 for LDC Inc., \$25,000 for growth target work, and \$11,000 to support the Gorst Coalition. The cost of Triangle Associates decreased from 2020 to 2021.

Approve the 2021 KRCC Member Dues. KRCC staff will distribute invoices to KRCC members in early 2021.

Approve the 2021-2022 Triangle Associates Contract. A conflict-of-interest clause was included following discussion at the Sept 1 KRCC Executive Board meeting.

Approve 2021 Chair and Vice-Chair. The KRCC Executive Board reviewed the Executive Committee's recommendation that Port Orchard Councilmember Bek Ashby serve as Chair and that Kitsap County Commissioner Rob Gelder serve as Vice-Chair at the Sept 1 Executive Board meeting.

Review KRCC and Kitsap County Legal Services Agreement. Under the terms of this contract, KRCC will compensate Kitsap County Prosecuting Attorney and Deputy Prosecuting Attorney at the hourly rate of \$141.80, and \$89.68 per hour for paralegal services.

Review the Executive Committee Meeting Summaries for September, October, and November. The Executive Committee continues to meet between Board meetings to maintain the operations of KRCC.

Mayor Wheeler made the motion to approve the consent agenda items. Mayor Erickson seconded the motion. The motion carried without objection or abstention.

5. FULL DISCUSSION ITEMS

Debrief the 2020 Annual Legislative Reception. Councilmember Stern shared that the panel discussion during the reception was substantive and smoothly run.

Review 2021 KRCC Board and Committee Roster and Puget Sound Regional Council (PSRC) Roster Worksheets. KRCC staff asked that members provide them with changes to the rosters.

Triangle's Annual Evaluation. County staff have distributed the online survey. Chair Wolfe reminded members to complete the survey before February's KRCC Board meeting in which the Board will have an Executive Session to discuss the evaluation feedback.



6. KRCC COMMITTEE REPORTS

Land Use Items

Annual Annexation Report. There were no annexations of unincorporated Kitsap County into any of the existing jurisdictions in 2020.

Update on the Countywide Planning Policies Process. The KRCC Board is anticipating reviewing the draft CPP updates in spring 2021. Technical staff are working through the initial language, which will then be reviewed by the policy committees.

November 12 LUTAC Meeting Agenda. The KRCC Board had no questions or comments on the LUTAC Meeting Agenda.

November 17 PlanPOL Meeting Agenda. The KRCC Board had no questions or comments on the PlanPOL Meeting Agenda.

Transportation Items

Update on development of Gorst Coalition. Commissioner Strakeljahn shared that the next Coalition Executive Committee meeting is on December 18 at 8 am.

November 12 TransTAC Meeting Agenda. The KRCC Board had no questions or comments on the TransTAC Meeting Agenda.

November 19 TransPOL Meeting Agenda. The KRCC Board had no questions or comments on the TransPOL Meeting Agenda.

7. PSRC BOARD AND COMMITTEE REPORTS

Executive Board. There is an upcoming Board meeting on December 3.

Growth Management Policy Board (GMPB). The GMPB met on November 19.

Transportation Policy Board (TPB). Mayor Erickson shared that PSRC will convene the Project Selection Task Force in early 2021 to prepare for the 2022 federal transportation funding cycle. Kitsap's participation is important to maintain Kitsap's Set Aside and be competitive in the process. She encouraged Board members to consider participating in the Task Force.

Economic Development District Board (EDD). Councilmember Stern shared that KRCC may want to consider participating in the Greater Seattle Partners, a public-private regional economic development organization. The KRCC Executive Committee will discuss this topic at their next meeting.



8. CORRIDOR COMMITTEE REPORTS

SR16. No updates.

SR 305. Mayor Erickson shared that construction on the Johnson Road roundabout is moving forward. A community art selection committee is meeting to design the aesthetic elements of the project.

SR 104. Commissioner Gelder shared that the SR 104 committee has not formally met recently but that the County, Port of Kingston, and partners are in communication to refine the project's phased approach.

SR 303. The planning phase is complete, and that the Committee plans to work with the Legislature to fund implementation.

SR 307 formation. This group will likely convene in spring 2021.

9. KRCC MEMBER ROUND ROBIN

Board members provided the following updates related to land use and other topics of interest:

- **Bainbridge Island:** Mayor Schneider shared that the City is working on climate change resiliency planning and green building ordinances.
- **Bremerton:** Mayor Wheeler shared that the City is relaxing some laws related to accessory dwelling units (ADUs), which will create incentives for developers to create more housing and address the housing shortage.
- **Kitsap County:** Commissioner Wolfe shared that the County successfully distributed COVID relief CARES funds.
- **Kitsap Transit:** Director Clauson shared that Kitsap Transit and Washington State Department of Transportation (WSDOT) met to continue work on the Park and Ride at SR 104 and Bond Road.
- **Naval Base Kitsap (NBK):** Captain Rhinehart shared that the NBK is working with jurisdictions on a mitigation project in Sinclair Inlet.
- **Port of Bremerton:** Commissioner Strakeljahn shared that the construction of the Amazon delivery center near the airport is complete.
- **Port Gamble S'Klallam Tribe:** No updates.
- **Port of Kingston:** Commissioner Heacock shared that the Port is working on its strategic plan as it relates to future development.
- **Port Orchard:** Mayor Putaansuu shared that the City successfully distributed its CARES funding and was awarded a safer streets grant for a roundabout at Lincoln Road.
- **Poulsbo:** Mayor Erickson shared that the City of Poulsbo was awarded funding from the Transportation Improvement Board.
- **Port Gamble S'Klallam Tribe:** No updates.
- **Suquamish Tribe:** Chairman Forsman shared that the Tribe is using CARES funding for its COVID-clinic. He also expressed concern for the growing pressures on rural areas and associated environmental implications.



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10. STAFF REPORT

KRCC Income Statement. The KRCC board is 75% through the budget year and has spent 68% of the 2020 budget.

11. PUBLIC COMMENTS

No comments from the public.

12. KRCC BOARD QUESTIONS, CONCERNS, AND ANNOUNCEMENTS

Mark Gulbranson, PSRC, shared that he is retiring and that this will be his last KRCC meeting. He is looking forward to welcoming the new Deputy Executive Director, Nancy Buonanno Grennan. Commissioner Wolfe thanked Mark for his years of service.

13. ADJOURN

The meeting adjourned at 11:44 am.



Kitsap Regional Coordinating Council

ATTACHMENT A – BOARD MEMBERS IN ATTENDANCE

Board Member	Jurisdiction	In Attendance?
Deets, Joe	City of Bainbridge Island	✓
Schneider, Leslie	City of Bainbridge Island	✓
Daug, Leslie	City of Bremerton	✓
Wheat, Lori	City of Bremerton	
Wheeler, Greg	City of Bremerton	✓
Ashby, Bek	City of Port Orchard	✓
Putansuu, Rob	City of Port Orchard	✓
Rosapepe, Jay (alternate)	City of Port Orchard	
Erickson, Becky	City of Poulsbo	✓
Stern, Ed	City of Poulsbo	✓
Garrido, Charlotte	Kitsap County	✓
Gelder, Robert	Kitsap County	✓
Wolfe, Ed	Kitsap County	✓
Clauson, John	Kitsap Transit	✓
Rhinehart, Richard	Naval Base Kitsap	✓
Wall, Lynn	Naval Base Kitsap	✓
Whalen, Anne (alternate)	Naval Base Kitsap	✓
Placentia, Chris (alternate)	Port Gamble S'Klallam Tribe	
Sullivan, Jeromy	Port Gamble S'Klallam Tribe	
Anderson, Gary (alternate)	Port of Bremerton	
Strakeljahn, Axel	Port of Bremerton	✓
Shane Heacock (alternate)	Port of Kingston	✓
McClure, Mary	Port of Kingston	
Forsman, Leonard	Suquamish Tribe	✓
Mills, Luther "Jay" (alternate)	Suquamish Tribe	



Kitsap Regional Coordinating Council

ATTACHMENT B – NON-MEMBER PARTICIPANTS

Name	Affiliation
Non-Members	
Shane Weber	City of Bremerton
David Forte	Kitsap County
Joe Lubischer	Member of the Public
Sara Oliveira	Naval Base Kitsap
Mark Gulbranson	Puget Sound Regional Council
Andrea Harris-Long	Puget Sound Regional Council
Colleen Bryan	Senator Patty Murray's Office
Reema Griffith	Washington State Transportation Commission
KRCC Facilitation Team	
Sophie Glass	KRCC Program Director
Mishu Pham-Whipple	KRCC Transportation Program Lead
Kizz Prusia	KRCC Land Use Program Lead
Vivian Ericson	KRCC Coordination Lead

January 19th, 2021

Kizz Prusia
Sophie Glass
Kitsap Regional Coordinating Council

**RE: PROPOSAL FOR ADDITIONAL PLANNING SERVICES
INITIAL GROWTH AND EMPLOYEMENT TARGET SETTING AND
COORDINATION EFFORTS**

Dear Kizz and Sophie:

Land Development Consultants, Inc. (LDC) is committed to quality, responsive and cost-effective services in any endeavor we undertake. This commitment enables us to obtain optimum bottom line results for our clients. To this end, LDC is pleased to submit the following proposal for professional services. This proposal outlines the tasks necessary to assist the KRCC with growth and employment target setting leading up to the 2024 comprehensive plan updates for the county and cities. The 11/5/2020 memo to LUTAC regarding the Growth Target distribution process lays out some tasks that will be necessary to complete this work. However, there may be additional services that are desired. The proposal also provides additional scope and budget to assist with additional meetings and coordination, including the KRCC retreat schedule for this March.

BACKGROUND

Kitsap County and each of the cities within the County are required to update their respective comprehensive plans no later than June 30, 2024. To complete this work, population and employment targets must be adopted within the Countywide Planning Policies so each jurisdiction has direction as they complete their respective plan updates. Setting population and employment targets is just one step in this complicated process which means the timing of the work is important.

Making this process more complicated is the fact that the Office of Financial Management (OFM) population forecasts typically relied upon for population target setting will not be available in time to fit within the schedule to complete the overall updates on time. Buildable Lands is also being compiled which will be helpful for this process. Lastly, PSRC modified the regional geographies within 2050 so the process for allocating population and employment consistent with VISION has changed since the last update in 2016.

In lieu of having OFM data, it is suggested that Kitsap consider using the PSRC's macroeconomic forecast which is included within the newly adopted VISION 2050. PSRC has also been working with member jurisdictions on growth target guidance which will be discussed with the PSRC Regional Staff Committee (RSC) in December. Members of the LUTAC participate on the RSC which is great. I have talked to other PSRC counties and have confirmed that they also plan to adopt targets in the CPPs after adopting the Countywide Planning Policies. However, the goal should still be to adopt targets by the end of 2021 so work on individual comprehensive plans is not delayed.

As outlined within the 11/5/2020 memo, the primary tasks will include:

- 1) Assisting with KRCC negotiations for 2044 population, employment, and housing growth target distributions for unincorporated and incorporated Kitsap County.
- 2) Technical analysis and support for 2044 population, employment, and housing target growth distributions for unincorporated and incorporated Kitsap County.
- 3) Technical support to convert population targets into housing targets.

FEE SUMMARY

LDC will accomplish the following tasks per the following scope and estimated fees. Please note that this proposal starts at Task 06 to reflect the tasks already under contract.

Task 06 - Countywide Planning Policies – meetings and materials prep	\$2,400
Task 07 - Project schedule and information review	\$3,300
Task 08 - Population and employment target setting/meetings	\$14,400
Task 09 - CPP and Appendix B amendments	<u>\$3,200</u>
	\$23,300

Task 06 – Countywide Planning Policies – additional meetings

This task will include:

- The preparation of materials, coordination with the client prior to meetings, attendance, and presentation at upcoming February Executive Board meeting and KRCC retreat.

Assumptions

- This task assumes pre-coordination, attendance, and preparation and presentation of materials for two additional meetings.

Task 07 – Project schedule and information review

This task will include finalizing a meeting/workshop and adoption schedule with Triangle/KRCC. The goal is to gain adoption by the end of 2021. Some of the tasks will be driven by the availability of information from PSRC and other sources:

- Complete review of PSRC’s macroeconomic forecast.
- Utilize PSRC tools to adjust population and employee forecasts to Kitsap 2044 planning horizon.
- Review Buildable Lands Report elements that help facilitate target setting process.
- Coordinate with Triangle on project schedule to ensure project timelines are met and that tasks align with the availability of information from PSRC.

Assumptions

- Assumes one kickoff meeting with Triangle.
- LDC will coordinate with Triangle on final development of a project schedule that will be partly based on the availability of data necessary for the project.

Task 08 – Population and employment target setting/meetings.

This task will include assisting with KRCC negotiations for 2044 population, employment, and housing growth target distributions for unincorporated and incorporated Kitsap County. Task elements include:

- Work with KRCC to bring forward an agreed to set of preliminary 2044 population, employment, and housing growth target distributions.
- Prepare materials to help facilitate 2044 population, employment, and housing growth target distributions with Kitsap County and each of the cities.
- Technical analysis and support for 2044 population, employment, and housing target growth distributions for unincorporated and incorporated Kitsap County
- Technical support to convert population targets into housing targets.
- Attendance at LUTAC meetings/workshops
- Preparing and presenting materials to PlanPOL, Executive Committee, and KRCC Board
- Preparing and presenting information to Kitsap Board of County Commissioners

Assumptions

- Budget based upon preparation of materials, facilitations, and attendance at three LUTAC meetings/workshops.
- Budget includes attendance at three additional meetings with KRCC.
- Budget includes coordination with Kitsap County and one briefing for Kitsap Board of Commissioners.
- Note – we are happy to work with the client to adjust the meetings we attend and prepare information for.
- Budget assumes a 2021/early 2022 adoption schedule.

Task 09 – CPP and Appendix B amendments

This project will require amendments to the Kitsap Countywide Planning Policies including appendix B and possibly small policy changes. Task elements include:

- Preparation of CPP changes
- Work with LUTAC on any policy changes regarding growth targets outside of Appendix B

Assumptions

- Budget assumes updating Appendix B and minor changes to existing CPP policies.
- Changes to any policies will be discussed at meetings for Task 08.

SUMMARY

If the scope of the project changes due to circumstances beyond our control or as otherwise specified herein, we reserve the right to renegotiate the fees outlined in this agreement. We also reserve the right to renegotiate the balance of the contract should the work not be completed within one year from the date of this proposal. As of that date, this agreement will become null and void and payment for all work accomplished to that date would become due and payable.

We are available immediately to commence the proposed scope of services upon receipt of a modified contract that includes the herein scope. Please feel free to contact the undersigned with any questions or comments.

Sincerely,
LDC, INC.



Clay White
Director of Planning

MEMO

To: The Kitsap Regional Coordinating Council (KRCC)
From: KRCC Staff
Date: January 20, 2021
Subject: Draft Proposal for the 2021 KRCC Board Retreat

Background

Throughout the Puget Sound Region and country, policy makers have been directing their focus on racial, social, tribal, and economic equity (collectively “equity”). On the regional scale, the Puget Sound Regional Council’s VISION 2050 emphasizes the importance of equity as part of regional planning. On the local scale, Kitsap jurisdictions have been deepening their commitment to equity as part of their policies and practices. To further this commitment, the KRCC Executive Committee is recommending a Board retreat in 2021 focused on how equity principles apply to KRCC’s core mission of countywide transportation and land use planning, and how these principles can be incorporated into Kitsap’s Countywide Planning Policies (CPPs).

Purpose

The purpose of the 2021 KRCC Board retreat is to discuss embedding equity into Kitsap’s CPPs, namely the CPPs’ transportation and land use policies. It would also be a chance to begin a conversation about implementing an equity framework as part of KRCC’s upcoming work program related to land use and transportation. Some key questions are below

- Land Use: How can the Kitsap Countywide Planning Policies include equitable land use policies?
- Transportation: How can the Kitsap Countywide Planning Policies include equitable transportation policies? Note: the transportation policies could be implemented through the 2022 Countywide Competition project selection process.
- Policy Making: How can KRCC have a more inclusive engagement process for developing land use and transportation policies?

Timing and Location

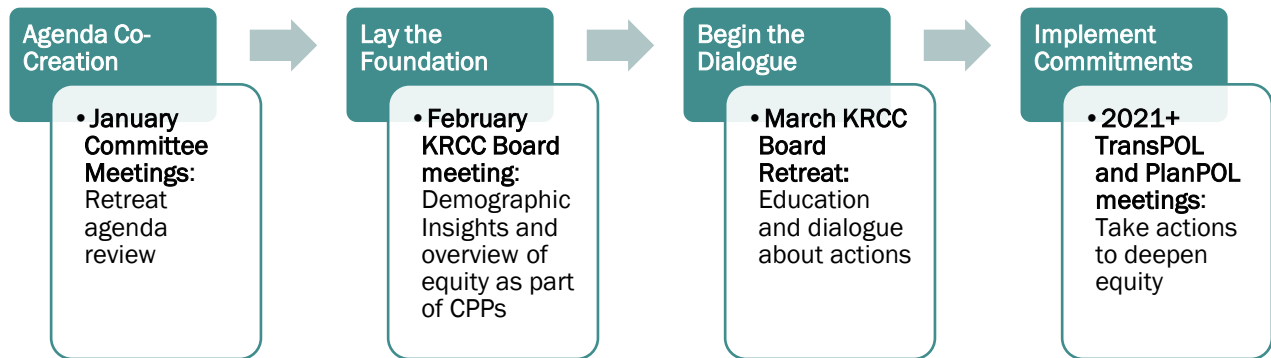
- Location: The KRCC Board retreat would be held virtually due to ongoing public health risks from COVID-19.
- Timing: The retreat will take place on March 4, 2021 from 1:00 PM to 4:00 PM.

Participants

The KRCC Board, the Transportation Policy Committee (TransPOL), and the Land Use Planning Policy Committee (PlanPOL) would be the primary participants in the retreat. Members of the Transportation Technical Advisory Committee (TransTAC), Land Use Technical Advisory Committee (LUTAC), and the public would be invited as observers only. Key resources members from nonprofit organizations and/or community-based organizations may be invited as participants and/or presenters.

Board Retreat Preparation and Follow-Up

Having a meaningful and actionable conversation about equity during a retreat requires thoughtful preparation and ongoing follow-up. The diagram below illustrates the arc from preparation, to education, to action throughout 2021 and beyond.



January Committee Meetings

Co-creating the KRCC Board Retreat agenda with KRCC committees would increase buy-in and help shape a relevant agenda. During the meetings listed below, KRCC members could provide guidance to KRCC staff about what would make an equity focused KRCC Board retreat a valuable experience.

- January 14 – TransTAC (*complete*)
- January 14 – LUTAC (*complete*)
- January 19 – PlanPOL (*complete*)
- January 19 – Executive Committee (*complete*)
- February 2 – Board

February KRCC Board Meeting

To lay the foundation for the KRCC Board Retreat, the February KRCC Board meeting could include the following topics:

- Demographic Insights: The KRCC Board will receive a presentation from PSRC about the demographics of Kitsap residents.
- Equity-Related Content in Draft CPPs: The KRCC Board will receive excerpts from the draft CPPs that address equity (e.g. social equity, displacement, and affordable housing sections).

Reference Packet

The KRCC Board can receive a reference packet in advance of the KRCC Retreat with the following components:

- Definitions: Key equity-related definitions (see VISION 2050).
- Best practices: Affordable housing incentives

- Inventory of affordable housing practices used across Kitsap jurisdictions (from Affordable Housing Task Force)
- [Puget Sound Industrial Center \(PSIC\) implementation criteria](#) to serve as an example of equity implementation criteria.
- Sample equity language from VISION 2050

March KRCC Board Retreat

Below is a draft agenda for the KRCC Board retreat in March 2021.

Time	Topic	Topic Leader/Presenter
1:00 – 1:05 pm(5 min)	Welcome and retreat overview	KRCC Chair Bek Ashby KRCC Vice Chair Rob Gelder
1:05 – 1:20 pm (15 min)	<i>Who is Kitsap?</i> Review of Feb. Board meeting demographic data (racial, tribal, economic, social indicators) and equity definitions	KRCC Program Director Sophie Glass
1:20 – 2:00 pm (40 min)	<i>How Did We Get Here?</i> Presentation on the societal and institutional forces that have shaped inequities in Kitsap’s land use and transportation	TBD (see list of potential speakers below)
2:00 – 2:10 pm (10 min)	Break	
2:10 – 3:00 pm (50 min)	<i>How Can Kitsap’s Land Use be More Equitable?</i> <ul style="list-style-type: none"> • Draft sections of the CPPs that address equity from a land use perspective • Best practices re: equitable land use policies • Dialogue re: integrating equity into the CPPs’ land use policies 	Sophie Glass Clay White
3:00 – 3:10 pm (10 min)	Break	
3:10 – 3:50 pm (40 min)	<i>How Can Kitsap’s Transportation be More Equitable?</i> <ul style="list-style-type: none"> • Draft sections of the CPPs that address equity from a transportation perspective • Best practices re: equitable transportation policies 	Sophie Glass Clay White

Time	Topic	Topic Leader/Presenter
	<ul style="list-style-type: none"> Dialogue regarding integrating equity into the CPPs' transportation policies 	
3:50 – 4:00 pm (10 min)	Wrap up and adjourn	Sophie Glass

Potential Presenters/Guests

Below is a list of potential presenters, and/or guests to attend the KRCC retreat:

Organization	Point of Contact	KRCC Staff Actions
ERACE	Karen Vargas	Sent email 1/20
Kitsap County's Council for Human Rights	Dionne Deschenne, Chair and Susie Beil, Vice Chair	
Kitsap Economic Development Alliance – Equity Work Group	TBD	
University of Washington	Charlotte Sanders, Teaching Associate/NLBHP, MSW	
Kitsap County	Kirsten Jewell	
Puget Sound Regional Council	Charles Patton, PHD	
Bainbridge Island's Race, Equity, and Advisory Committee	TBD	
Joel Adamson	Homes of Compassion	KRCC sent email 1/12

Presenters and speakers from nonprofit organizations and/or community-based organizations will receive an honorarium of \$150 for their time during the retreat.

2021 TransPOL and PlanPOL Meetings

PlanPOL could continue the discussion of how to incorporate equity principles into the CPPs during their March and May meetings in 2021. They can focus on other dimensions of land use and equity during their October meeting.

TransPOL could further the dialogue of how to incorporate equity concepts into the Countywide Competition Project Selection Process during their May, September, and November meetings.

To: KRCC Board

From: Clay White, LDC, Inc.

Date: February 2nd, 2021

RE: KRCC Board Retreat Preparation: CPP Equity Components

Background

Equity is one of the key themes in the Puget Sound Regional Council's (PSRC) recently adopted Vision 2050 and KRCC is working to incorporate social, racial, and economic equity into the Kitsap Countywide Planning Policies (CPPs). To focus on equity within the CPPs, the KRCC Board will hold a virtual retreat on March 4, 2021. KRCC PlanPOL asked that we provide the KRCC Board an overview of draft CPPs being considered relating to equity for the February 2, 2021 KRCC Board meeting to help Board members prepare for the March 4, 2021 retreat.

Approach

As draft policies have been developed, our approach has been to prepare new or revised policies that balance the need for consistency with Vision 2050 with the understanding that CPPs must provide the county and each city flexibility. Further, PSRC is currently working on the Regional Equity Strategy (RES). If policies in the CPPs provide a solid foundation while Kitsap participates in the development of the RES, you will have created a strong foundation for future action.

Key Questions

As you review these draft policies, we would appreciate feedback on the following questions:

- Should equity policies provide greater specificity than currently drafted?
- Are there specific actions you would like to see KRCC take in coming years on equity issues? As an example, participation and coordination during the development of the RES could be one very reasonable action to take.

Draft Equity Policies

The following policies include draft new and revised policies currently in review with KRCC committees. New language being proposed is indicated with an underline and language being proposed to be removed is shown with a ~~strikethrough~~. Note that many policies in the CPPs have several sub policies. To keep the length of this memo as short as possible, I have only provided you the main policy and the sub policy. Additional detail, including the full set of draft CPP changes are available to you if desired. Please note again that the following policies are in draft format and are currently being reviewed by KRCC Committees.

Element A. Countywide Growth Pattern (CW)

Revised Draft Policy

CW-3. To achieve these goals, the Kitsap Regional Coordinating Council member jurisdictions should:

h. Incorporate provisions addressing community health, equity, and displacement into appropriate regional, countywide, and local plans. ~~ning and decision-making processes.~~

~~Element E. Countywide Strategies for Open Space Preservation, Resource Preservation, Critical Areas, Air Quality, and Water Quality/Quantity (PPCAAW)~~ Natural Environment (NE)

Revised New Policy

NE-1. Creating a regional network of open space:

e. Planning and investment into parks and open space should consider the proximity of those amenities to urban areas and underserved communities.

NE-2. The County and the cities will conserve and enhance the County's natural resources, critical areas, water quality/quantity, and environmental amenities while planning for and accommodating sustainable growth by:

f. Reduce impacts to vulnerable populations and areas that have been disproportionately affected by noise, air pollution, or other environmental impacts.

Element F. Contiguous, Compatible, and Orderly Development (D)

New draft paragraph in Element F

Coordination between KRCC members is vital to ensure contiguous, compatible, and orderly development in the county. The policies in this chapter not only outline the purpose for, and reasons why inter-jurisdictional planning is important at the federal, tribal, state, local, and special purpose government but how that coordination with take place at the KRCC. In addition, these policies focus on specific topics where coordination is essential. This includes but is not limited to land use, transportation, infrastructure planning and community design and development. Finally these policies

outline measures to address displacement as growth occurs in Kitsap and how KRCC members can look at growth issues through an equity lens important decisions are made.

New Draft Policies

D-5 . Equity: Services and access to opportunity for people of color, people with low incomes, and historically underserved communities is important. It ensures all people can attain the resources and opportunities to improve their quality of life. Policies focused on equity are contained throughout the Countywide Planning Policies.

- a. Support PSRC in the development of a Regional Equity Strategy that will provide tools, resources, and guidance to integrate this issue into planning processes.
- b. Planning for parks/open space, future growth, housing, transportation, public facilities, and services, and where uses are located all have an impact on our community. As comprehensive plans are updated, the County and cities should consider how these decisions impact historically underserved communities and coordinate on ways to address for those impacts together.

D-6 Displacement: As our region continues to grow, population and employment growth is focused within our urban areas. As redevelopment takes place, however, there is a potential for physical, economic, and cultural displacement of low- income households that may result from planning, public investments, private redevelopment, and market pressures. As important planning, transportation, and redevelopment takes place:

- a. Consider developing strategies and interjurisdictional processes between the County and cities to mitigate the impacts of displacement.
- b. Consider and implement strategies that will encourage development of affordable housing.

Element J. Countywide Economic Development (ED)

Revised Draft Policy

ED-1. A general strategy for enhancing economic development and employment:

- a. The County and the Cities recognize that a healthy economy is important to the health of residents and quality of life in the county. Economic development strategies should be balanced with address environmental concerns, promote equity and access to opportunity, minimize

displacement impacts to existing businesses, recognize the importance of existing and emerging technologies, and protect the quality of life.

Existing Policy

ED-2. The role of government agencies in assuring coordinated, consistent efforts to promote economic vitality and equity throughout Kitsap County:

Element H. Transportation (T)

Revised Policy

T-4. Recognizing that the County and the Cities each encompass a range of development and density patterns, each jurisdiction shall designate its Centers consistent with the criteria set forth in Element C of the Countywide Planning Policies. The following policies relate to planning guidelines to support transit and pedestrian travel appropriate to each type of urban and rural development or re-development:

- a. The County and the Cities shall each prepare development strategies for their Designated Centers that encourage focused mixed use development and mixed type housing to achieve densities and development patterns that support multi-modal transportation. Transportation plans and programs should serve all users, address access to opportunities, and recognize and minimize negative impacts to people of color, people with low-incomes, and people with special transportation needs.



Kitsap Regional Coordinating Council

Announcement of the Kitsap Regional Coordinating Council (KRCC) 2021 Executive Committee

On January 19, 2021, the KRCC Executive Committee met and Chair Ashby announced the 2021 Executive Committee and Executive Committee raised no concerns. The members of the 2021 Executive Committee are included below and are listed alphabetically by last name.

- Port Orchard City Councilmember Bek Ashby (2021 KRCC Chair)
- Poulsbo Mayor Becky Erickson
- Bainbridge Island City Councilmember Joe Deets
- Kitsap County Commissioner Rob Gelder (2021 KRCC Vice Chair)
- Port of Bremerton Commissioner Axel Strakeljahn
- Bremerton Mayor Greg Wheeler

DRAFT KRCC 2021 Committee Roster v.1-22-21

Jurisdiction (alphabetical)	Executive Board	Executive Committee	PlanPOL	TransPOL	LUTAC	TransTAC
Bainbridge Island						
	Councilmember L. Schneider	Councilmember J. Deets	Councilmember C. Carr	Councilmember L. Schneider	Heather Wright	Chris Wierzbicki
	Councilmember J. Deets			Councilmember C. Carr (alt.)	Jennifer Sutton	Chris Munter (alt.)
Bremerton						
	Mayor G. Wheeler	Mayor G. Wheeler	Mayor G. Wheeler	Mayor G. Wheeler	Andrea Spencer	Shane Weber
	Councilmember L. Daug		Councilmember L. Daug (alt.)	Councilmember L. Daug (alt.)		Chris Dimmitt (alt.)
	Councilmember L. Wheat					Ned Lever (alt.)
Kitsap County						
	Commissioner R. Gelder	Commissioner R. Gelder	Commissioner E. Wolfe	Commissioner R. Gelder	Jeff Rimack	David Forte
	Commissioner C. Garrido	Commissioner C. Garrido (alt.)	Commissioner C. Garrido	Commissioner C. Garrido (alt.)		Andrew Nelson
	Commissioner E. Wolfe					Jeff Shea (alt.)
Kitsap Transit						
	Director J. Clauson		Director J. Clauson	Director J. Clauson	Edward Coviello	Steffani Lillie
						Ed Coviello (alt.)
Naval Base Kitsap						
	Captain R. Rhinehart		Sara Oliveira (interim)	Sara Oliveira (interim)	Sara Oliveira (interim)	Sara Oliveira (interim)
	Sara Oliveira (interim)					
Port Gamble S'Klallam Tribe						
	Chairman J. Sullivan				Barrett Schmanska	
Port of Bremerton						
	Commissioner A. Strakeljahn	Commissioner A. Strakeljahn	Commissioner A. Strakeljahn	Commissioner A. Strakeljahn	Fred Salisbury	Fred Salisbury
	Commissioner G. Anderson (alt.)		Commissioner G. Anderson (alt.)	Commissioner G. Anderson (alt.)		
	Commissioner C. Bozeman (alt.)		Commissioner C. Bozeman (alt.)	Commissioner C. Bozeman (alt.)		
Port of Kingston						
	Commissioner M. McClure		Commissioner S. Heacock	Commissioner M. McClure		
	Commissioner S. Heacock (alt.)		Commissioner M. McClure (alt.)	Commissioner L. Gronnvoll (alt.)		
Port Orchard						
	Mayor R. Putaansuu		Mayor R. Putaansuu	Councilmember B. Ashby	Nick Bond	Mark Dorsey
	Councilmember B. Ashby	Councilmember B. Ashby	Councilmember B. Ashby (alt.)	Councilmember J. Rosapepe (alt.)		Chris Hammer (alt.)
	Councilmember J. Rosapepe (alt.)					
Poulsbo						
	Mayor B. Erickson	Mayor B. Erickson	Mayor B. Erickson	Mayor B. Erickson	Karla Boughton	Diane Lenius
	Councilmember E. Stern		Councilmember C. Lord (alt.)			Michael Bateman (alt.)
Suquamish Tribe						
	Council Chair L. Forsman		Council Chair L. Forsman	Council Chair L. Forsman	Alison O'Sullivan	Alison O'Sullivan
	Councilmember J. Mills (alt.)		Councilmember J. Mills (alt.)	Councilmember J. Mills (alt.)		
Other						
PSRC			Paul Inghram	Kelly McGourty	Andrea Harris-Long	Ryan Thompto
WSDOT	JoAnn Schueler			JoAnn Schueler	Joseph Coppo	Dennis Engel
WSDOT	Joseph Perez (alt.)			Dennis Engel (alternate)		Theresa Turpin (alt.)
WSF						Ray Deardorf
WA Dept. of Commerce					Gary Idleburg	

Draft 2021 Puget Sound Regional Council (PSRC) and Corridor Committee Appointments for the Kitsap Regional Coordinating Council (KRCC)
 Draft v.1-19-21

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	Economic Development District Board (EDD)		
	Kitsap County	Charlotte Garrido	
	Kitsap Other Cities	Ed Stern (Poulsbo)	Shawn Cucciardi (Port Orchard)
	Suquamish Tribe	Leonard Forsman	Luther "Jay" Mills
	Port of Bremerton	Axel Strakeljahn	Cary Bozeman (1st), Gary Anderson (2nd)
	Bremerton	Greg Wheeler	Kevin Gorman
	Executive Board		
	Kitsap County	Charlotte Garrido	Rob Gelder
	Kitsap Other Cities	Becky Erickson (Poulsbo)	Leslie Schneider
	Port of Bremerton	Axel Strakeljahn	Cary Bozeman (1st), Gary Anderson (2nd)
	Bremerton	Greg Wheeler	Kevin Gorman
	Port Orchard	Rob Putaansuu	Bek Ashby
	Growth Management Policy Board (GMPB)		
	Kitsap County	Ed Wolfe	
	Kitsap Other Cities	Christy Carr (Bainbridge Island)	Rob Putaansuu (Port Orchard)
	Suquamish Tribe	Rob Purser	Tom Ostrom
	Bremerton	Greg Wheeler	Kevin Gorman
	Operations Committee (OC)		
	Kitsap County/Cities*		
	Port of Bremerton	Cary Bozeman	Vacant
	Transportation Policy Board		
	Kitsap County	Rob Gelder	
	Other Cities	Bek Ashby (Port Orchard)	Leslie Schneider (Bainbridge Island)
	Kitsap Transit	Becky Erickson	John Clauson
	Ports	(filled)	Cary Bozeman
	Suquamish Tribe	Luther "Jay" Mills	Vacant
	Bremerton	Greg Wheeler	Kevin Gorman
Rotating Alternate			
Other Cities (for Policy Boards)	Bek Ashby		
Corridor Committees	SR 305		
	Kitsap County		Rob Gelder
	Poulsbo		Becky Erickson
	Suquamish Tribe		Leonard Forsman
	Kitsap Transit		John Clauson
	Bainbridge Island		
	SR 16		
	Kitsap County		Charlotte Garrido
	Port Orchard		Bek Ashby
	Port of Bremerton		Axel Strakeljahn
	Kitsap Transit		John Clauson
	SR 104		
	TBD		TBD

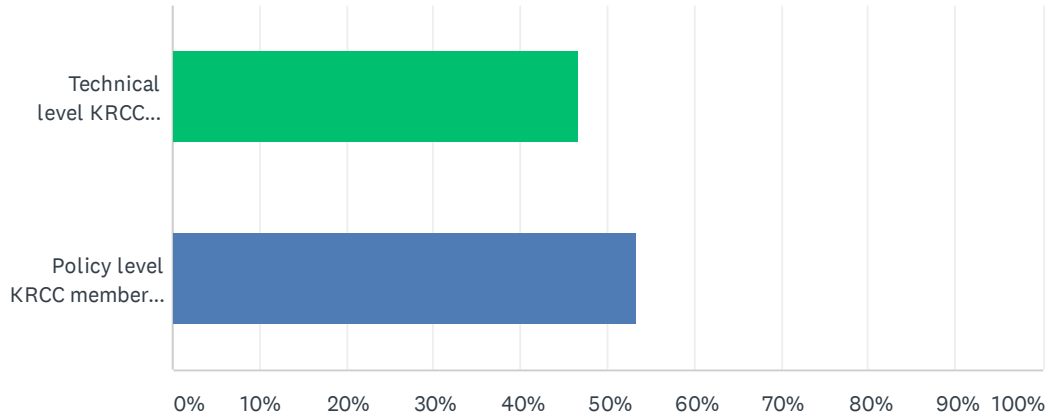
*Selected from PSRC Executive Board meetings

Below is a draft list of KRCC appointees on PSRC Committees.

	Jurisdiction	Representative	Alternate(s)
PSRC Committees	Bicycle/Pedestrian Advisory Committee		
	Kitsap County	David Forte	Melissa Mohr
	Bremerton	Chris Dimmitt	Andrea Archer-Parsons
	Other Cities	Chris Wierzbicki (Bainbridge Island)	Anthony Burgess (Poulsbo)
	Regional FTA Caucus		
	Kitsap Transit	Steffani Lillie	Jeff Davidson
	Regional Project Evaluation Committee		
	Kitsap Other Cities	Diane Lenius (Poulsbo)	Mark Dorsey (Port Orchard)
	Kitsap County	David Forte	Jeff Shea
	Port of Bremerton	Fred Salisbury	Arne Bakker
	Bremerton	Shane Weber	Ned Lever; Chris Dimmitt
	Kitsap Transit	Steffani Lillie	Jeff Davidson
	Regional Staff Committee		
	Kitsap County	Eric Baker	Jeff Rimack
	Other Cities	Nick Bond (Port Orchard)	Heather Wright (Bainbridge Island)
	At Large	Karla Boughton (Poulsbo)	Heather Wright (Bainbridge Island)
	Transit	Ed Coviello	
	Bremerton	Andrea Spencer	Allison Satter
	Economic Development Rep		
	Regional Traffic Operations Committee		
	Kitsap Other Cities		
	Kitsap County	Jeff Shea	
	Bremerton	Andrea Archer Parsons	Shane Weber
	Kitsap Transit	Steffani Lillie	
	Regional Transportation Demand Management Committee		
	Kitsap Other Cities		
	Kitsap County		
	Bremerton	Cathy Bonsell	Shane Weber
	Kitsap Transit		Steffani Lillie
	Regional TransTAC Chairs Committee		
KRCC TransTAC	Steffani Lillie (Kitsap Transit)	David Forte (Kitsap County)	
Transportation Operators Committee			
Kitsap Transit	Steffani Lillie	Ed Coviello	
Regional Intelligent Transportation System Committee			
Bremerton	Shane Weber	Andrea Archer Parsons	

Q1 Are you responding as a:

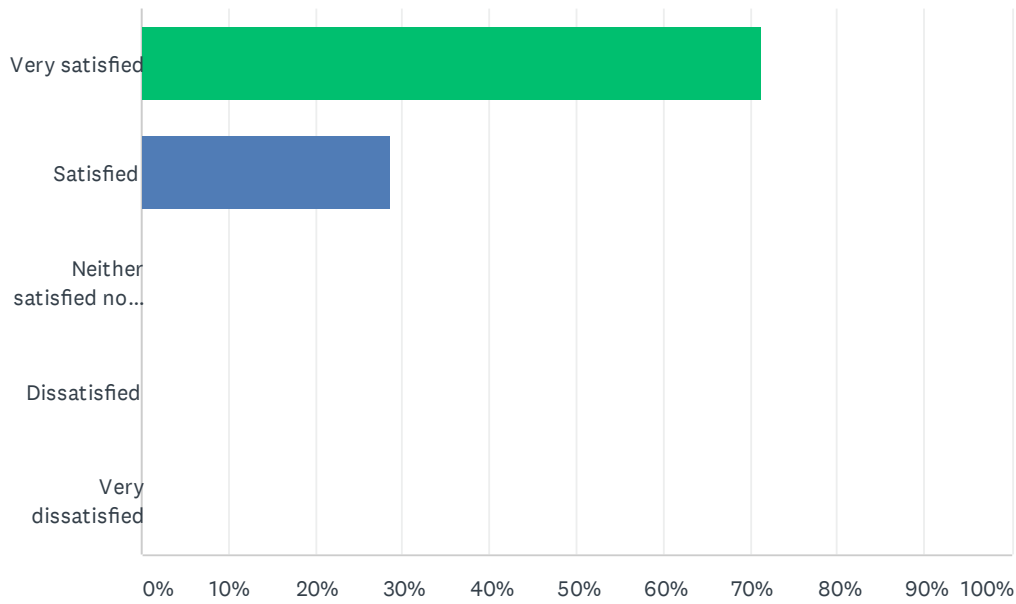
Answered: 15 Skipped: 0



ANSWER CHOICES	RESPONSES	
Technical level KRCC member (LUTAC or TransTAC)	46.67%	7
Policy level KRCC member (PlanPOL, TransPOL, or KRCC Board)	53.33%	8
TOTAL		15

Q2 How satisfied are you with Triangle’s work as it relates to the KRCC Board?

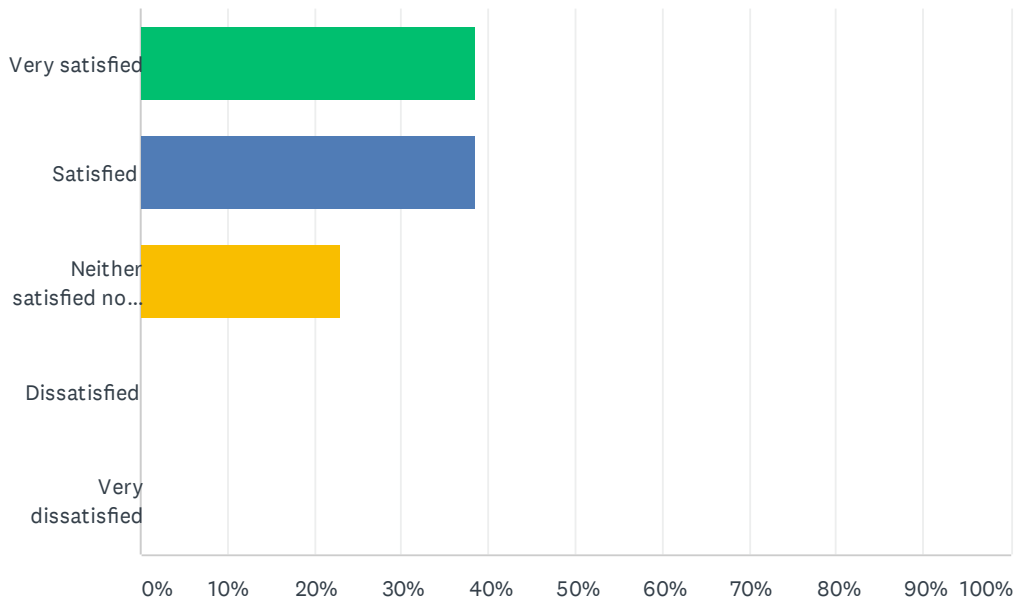
Answered: 14 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very satisfied	71.43%	10
Satisfied	28.57%	4
Neither satisfied nor dissatisfied	0.00%	0
Dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		14

Q3 How satisfied are you with Triangle’s work as it relates to land use activities?

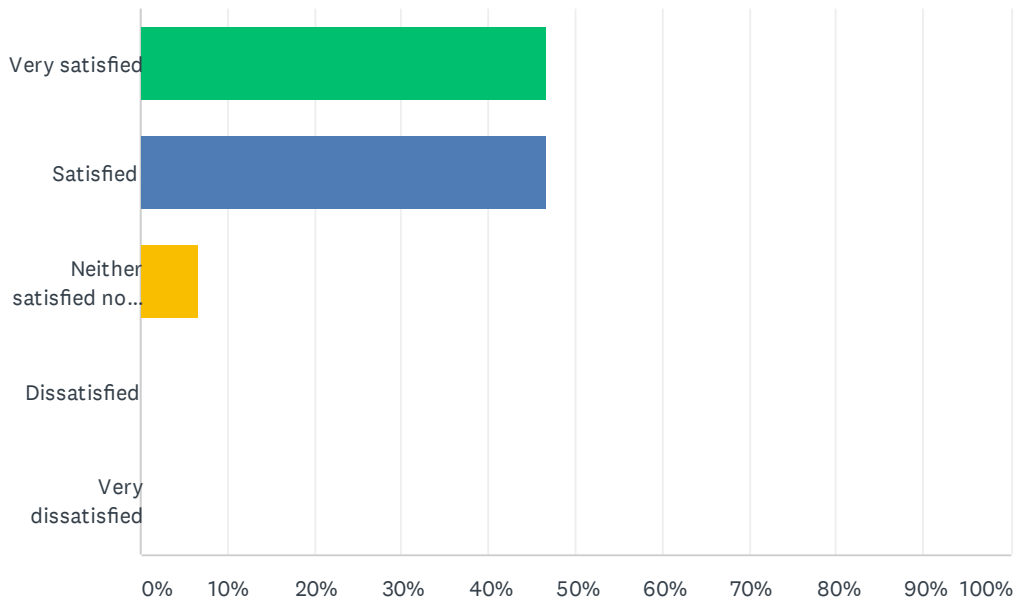
Answered: 13 Skipped: 2



ANSWER CHOICES	RESPONSES	
Very satisfied	38.46%	5
Satisfied	38.46%	5
Neither satisfied nor dissatisfied	23.08%	3
Dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		13

Q4 How satisfied are you with Triangle’s work as it relates to transportation activities?

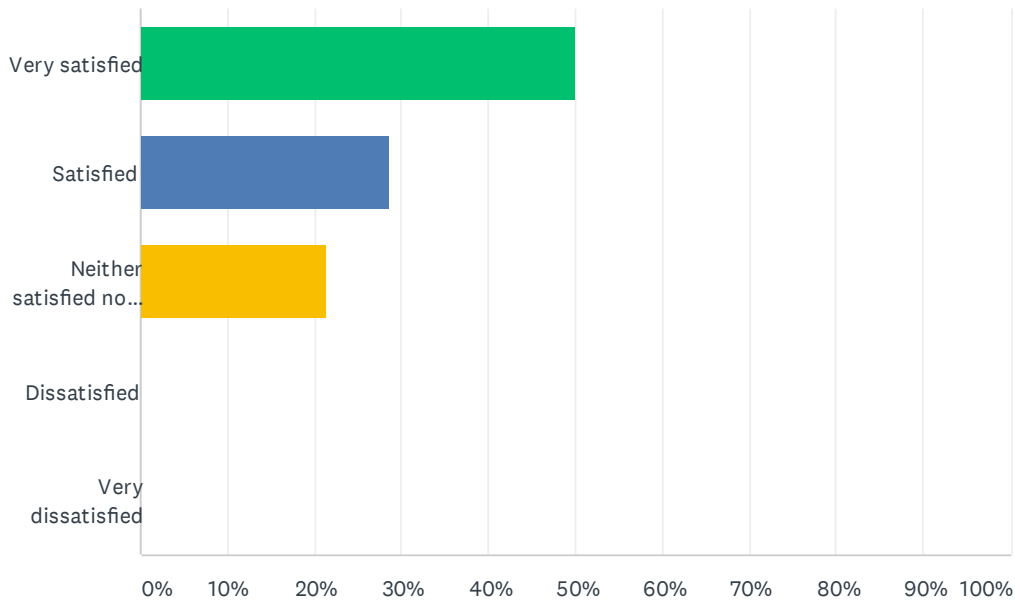
Answered: 15 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	46.67%	7
Satisfied	46.67%	7
Neither satisfied nor dissatisfied	6.67%	1
Dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		15

Q5 How satisfied are you with Triangle’s work as it relates to legislative coordination?

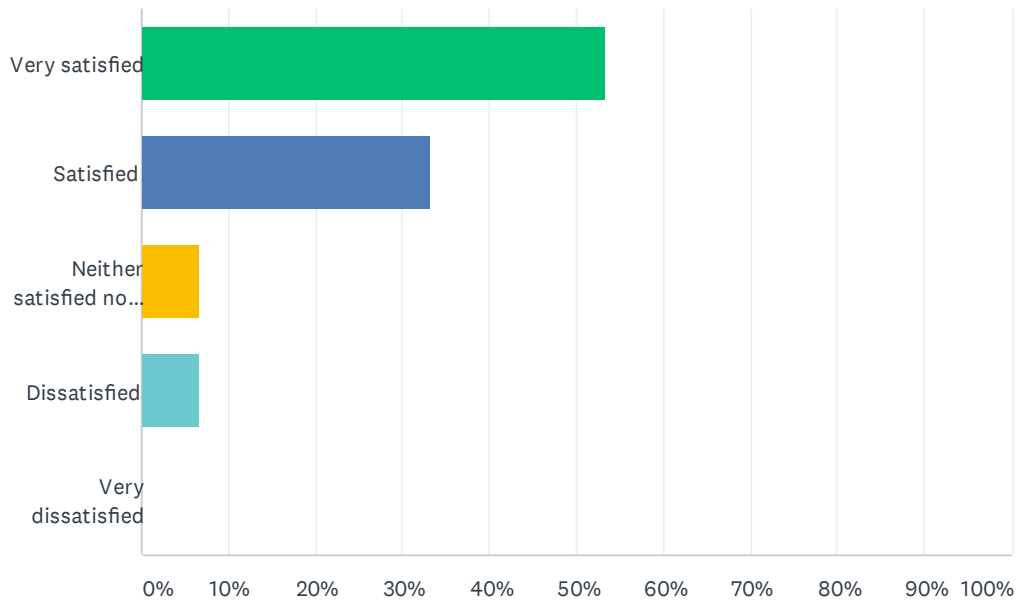
Answered: 14 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very satisfied	50.00%	7
Satisfied	28.57%	4
Neither satisfied nor dissatisfied	21.43%	3
Dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		14

Q6 How satisfied are you with Triangle’s coordination with the Puget Sound Regional Council?

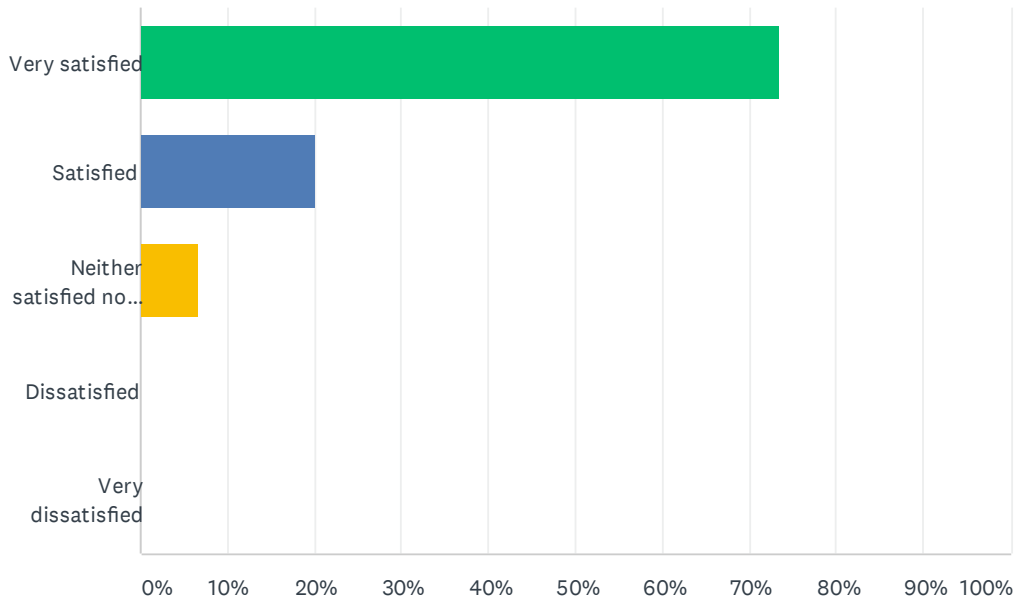
Answered: 15 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	53.33%	8
Satisfied	33.33%	5
Neither satisfied nor dissatisfied	6.67%	1
Dissatisfied	6.67%	1
Very dissatisfied	0.00%	0
TOTAL		15

Q7 How satisfied are you with Triangle’s work providing overall support?

Answered: 15 Skipped: 0



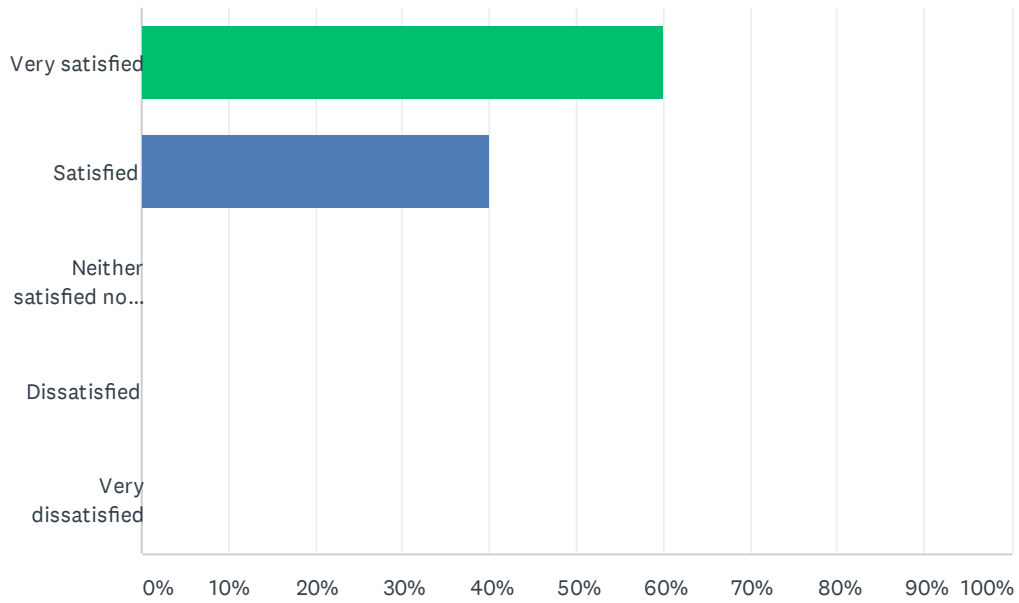
ANSWER CHOICES	RESPONSES	
Very satisfied	73.33%	11
Satisfied	20.00%	3
Neither satisfied nor dissatisfied	6.67%	1
Dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		15

Q8 Is there anything else you'd be willing to share that will help Triangle keep learning and improving?

Answered: 6 Skipped: 9

Q9 How satisfied are you with KRCC's work overall?

Answered: 15 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	60.00%	9
Satisfied	40.00%	6
Neither satisfied nor dissatisfied	0.00%	0
Dissatisfied	0.00%	0
Very dissatisfied	0.00%	0
TOTAL		15

Q10 Additional Comments?

Answered: 4 Skipped: 11

Q11 Name (Optional):

Answered: 5 Skipped: 10

Q8 Is there anything else you'd be willing to share that will help Triangle keep learning and improving?

Answered: 6 Skipped: 9

#	RESPONSES	DATE
1	The Triangle team did a great job this year facilitating the regional project selection meeting - and it was a pretty intense conversation. They took some notes on things that could be improved for the next selection process, and I hope they're able to follow through with those suggestions from the group.	12/1/2020 11:56 AM
2	We need more support in identifying issues that are happening at PSRC. We just don't have the time to be involved with every meeting. I was surprised that we did not know about the rural land use issue that came up at the last PSRC meeting.	12/1/2020 9:02 AM
3	Sophia does an amazing job running a meeting and synthesizing what she has heard. Together, she and Kizz do a nice job running a meeting.	11/30/2020 2:31 PM
4	All jurisdictions are extremely busy this year. Anything Triangle can do to lighten our load is appreciated.	11/25/2020 2:29 PM
5	I appreciate the work you do for us.	11/25/2020 2:11 PM
6	Sophie and Michu are excellent to work with	11/25/2020 12:26 PM

Q10 Additional Comments?

Answered: 4 Skipped: 11

#	RESPONSES	DATE
1	It has been great having these meetings virtual, as when they were in person they took up a half day. I would suggest that in the post-COVID days, a majority of these meetings remain virtual. Maybe we have one in-person meeting per group type per year, and serve lunch so it's a little more social and people get to know each other.	12/1/2020 11:56 AM
2	Triangle really seems to be in the background. I know that they are trying to stay neutral and let us govern but they need to provide more user friendly information and data.	12/1/2020 9:02 AM
3	Very professional facilitation.	11/30/2020 11:49 AM
4	Sophie and Mishu are awesome..	11/25/2020 3:23 PM

To: KRCC Board
 From: Clay White, LDC, Inc.
 Date: February 2nd, 2021
 RE: Countywide Planning Policy Project Update

The purpose of this memo is to update the KRCC Board on progress being made to update the Countywide Planning Policies (CPP). This comes in response to a request from the PlanPOL to update the KRCC Board on the status of CPP update including key action dates.

Project schedule/key action dates for the KRCC Board

The CPP update is currently on schedule (see below).

Actions	General Timeframe	Deliverables
Project Kick-Off and Project Charter	Sept. - Oct. 2020 ✓	-Project Kick-off meeting -Project Charter Development/charter approval -Project Schedule
Policy Gap Analysis	Sept. – Oct. 2020 ✓	-Gap Analysis completed comparing existing CPPs to state law and Vision 2050 policies
Policy Review & Drafting	Oct. - April 2021 🕒	-Prepare and review modifications to existing CPPs. <ul style="list-style-type: none"> • LUTAC review – Nov, Jan, Feb, March, April (if needed) • TransTAC review – Jan, March • PlanPOL – Jan, March
KRCC Board review and approval process	May – June 2021	-KRCC Board review <ul style="list-style-type: none"> • February equity briefing in advance of the retreat. • Full briefing of draft CPPs as recommended by LUTAC - May • Hearing - June
Kitsap County legislative Process	June – August 2021	-Public comment period -SEPA review -Kitsap County Commissioners’ public meeting(s) and hearing process -As necessary, develop policy amendments based on Commissioners’ feedback. -Kitsap County adoption by ordinance
Ratification	Sept. – December 2021	-90-day ratification process

HQ: 20210 142nd Avenue NE, Woodinville, WA 98072 • Kent: 1851 Central Place South, Suite 101, Kent, WA 98030

In November and December, we prepared, reviewed, and received a first round of comments from LUTAC on CPP Elements A-F. In January, we went over the first set of draft policy changes for Elements G-N with LUTAC and reviewed draft Capital Facility and Transportation policies with TranSTAC. We will review comments and feedback from both committees on Elements G-N over the next few weeks. Meetings taking place in February and March will then focus on refining proposed changes, so they are ready for KRCC Board review.

This is an iterative process and the feedback and participation from the committees has been robust and very helpful. As the project schedule indicates, we will continue to meet with LUTAC and TranSTAC through March. We expect there will be many changes to the policies as they are currently drafted as additional comments and conversation take place.

We are also mindful to align proposed policy changes and additions with the project charter that was developed for this project. Six high level goals for this project were identified within the charter which has helped provide sideboards for the project. Thus far, proposed changes align and implement the higher-level project goals (illustrated below).



Opportunities to be involved outside of KRCC Board meetings

As this project progresses, we are mindful of the balance that needs to take place for these types of projects. It is important for LUTAC and TranSTAC to have the time needed to fully prepare and recommend policy changes to PlanPOL and the KRCC Board. At the same time, we believe in the no surprises rule and want to make sure that when we engage with you in May and June, that you feel ready and prepare to ask questions and take action.

In addition to KRCC meetings, there are two additional ways for you to get involved at a deeper level at this time.

- 1) Work to receive regular briefings at council meetings and workshops. I am happy to work with your team to provide supporting materials as need to assist.
- 2) I am happy to meet with you (and your staff) at any time to go over your comments, questions, or concerns. Please contact me at cwhite@ldccorp.com or 425-806-1869 if you are interested in a one-on-one briefing.

Kitsap Regional Coordinating Council Revenue and Expense Report for Work Completed in 2020 (DRAFT)

CASH BASIS

Draft v. 1-27-21

Budget Month		1	2	3	4	5	6	7	8	9	10	11	12				
Calendar Month	Jan. '20	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan. '21	YTD	Budget	% Budget Year	% Budget
Revenue																	
Member Dues	\$ 6,891.00	\$ 74,770.00	\$ 61,189.46	\$ 4,884.54	\$ -	\$ -	\$ 907.00	\$ -	\$ -	\$ -	\$ -	\$ 56,149.00		\$ 204,791	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	\$ 41,044.93													\$ 41,045	N/A	N/A	N/A
Total Revenue	\$ 47,935.93	\$ 74,770.00	\$ 61,189.46	\$ 4,884.54	\$ -	\$ -	\$ 907.00	\$ -	\$ -	\$ -	\$ -	\$ 56,149.00	\$ -	\$ 245,835.93			
Operating Expenses																	
Triangle labor/expenses *	\$ 13,853.75	\$ 14,390.41	\$ 11,941.45	\$ 12,790.18	\$ 10,772.23	\$ 10,023.45	\$ 12,174.11	\$ 18,742.83	\$ 21,462.40	\$ 27,126.91	\$ 8,497.00			\$ 161,774.72	\$ 192,418	92%	84.07%
Legal Services	\$ 296.70			\$ 356.20		\$ 342.50								\$ 995.40	\$ 2,500	92%	39.82%
RMSA Insurance	\$ 3,030.00		\$ 225											\$ 3,255.00	\$ 3,000	92%	108.50%
Room Rentals		\$ 77.00												\$ 77.00	\$ 1,600	92%	4.81%
Reserves													\$ 5,000	\$ 5,000.00	\$ 5,000	92%	100.00%
Miscellaneous**	\$ 1,357.20	\$ 3,900.48	\$ 2,002.00	\$ 0.50	\$ 565.50									\$ 7,825.68	\$ 23	92%	34025%
Total Op. Expenses	\$ 4,683.90	\$ 17,754.23	\$ 16,469.41	\$ 12,166.45	\$ 13,146.88	\$ 11,337.73	\$ 10,365.95	\$ 12,174.11	\$ 18,742.83	\$ 21,462.40	\$ 27,126.91	\$ 8,497.00	\$ 5,000.00	\$ 178,927.80	\$ 204,541	92%	87.48%
Net Income														\$ 66,908.13			
Total Reserves	\$24,000																

Amendments/Modifications/Notes:

*Note 1 Triangle Associates' invoice in January 2020 was for work completed in 2019 and can be found on the 2019 income statement.

**Note 2 The WA State Auditor's Office conducted an audit that was not budgeted for. Charges are captured in the Miscellaneous row.

Note 3 In 2020, Kitsap County reported that KRCC's balance at the end of 2019 was \$65,044.93.