



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

October 4, 2022

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KRCC Executive Committee Meeting Summary

Approved 6-16-2022

Date: **May 19, 2022**
 Time: 9:00 am – 10:15 am
 Remote meeting via Zoom

Attendees (alphabetical): Mayor Deets, Mayor Erickson, Commissioner McClure, Mayor Putaansuu, Mayor Wheeler

Decisions		
<p>The KRCC Executive Committee decided to:</p> <ul style="list-style-type: none"> • Approve draft 4/21 Executive Committee meeting summary • Hold all June KRCC meetings remotely and plan for hybrid public meetings to begin in September • Arrange for in-person viewing and public comment option at NDGC for KRCC June public meetings • Approve the draft thank you letter (with edits) to Kitsap legislators who supported Move Ahead WA • Approve Triangle Associates April 2022 Invoice of \$18,073.27 		
Actions	Who?	Status
Sign and submit invoice approval form	Chair, Vice Chair, KRCC Staff	Complete
Check availability and arrange for in-person viewing option at Norm Dicks Government Center Chambers for KRCC's June public meetings	KRCC staff	Complete
Arrange for staff training on A/V equipment at Norm Dicks Government Center in preparation for fall hybrid public meetings	KRCC staff	In Progress
Consult Kitsap Public Health District to establish a shared set of covid protocols for first-Tuesday hybrid public meetings at NDGC	KRCC staff	In Progress
Coordinate with staff of other Kitsap Boards who meet at NDGC on first Tuesdays around plans for in-person elements of hybrid meetings	KRCC staff	In Progress
Update thank you letters to WA Legislators and forward to Chair to sign and send	KRCC staff	Complete

1. Chair's Welcome

KRCC Vice Chair/Bremerton Mayor Greg Wheeler welcomed the Executive Committee to the virtual meeting.

2. Committee Updates and Action Items

A. Executive Committee Items

- Review the April 21 Executive Committee meeting summary

By general consensus, the April 21 meeting summary was approved as written.

- Updates to state requirements and recommendations regarding remote and hybrid public meetings

The Committee discussed changing guidance and requirements for public meetings. New rules effective June 1 per the WA state Open Public Meetings Act include:

- Meetings are no longer required to be held remotely.
- Telephone/video access to public meetings is no longer required but is still strongly recommended.
- “When feasible,” public meetings should include a physical location where the public can attend the meeting. If a public meeting is being held virtually, this can be a room where a livestream of a remote meeting is presented for public viewing.
- Meetings may remain fully remote and/or limit physical participation if an agency determines that an in-person meeting cannot occur with “reasonable safety” due to declared local state or federal emergency. (Washington state is still in a declared state of emergency.)
- Where there is no state of emergency, members of the governing body may still attend public meetings remotely.

Members discussed their desires to stay remote through June due to Covid numbers in the County and how to offer an in-person option for public attendance at June public meetings. Staff updated members on developing plans shared by other Kitsap Boards who meet on the 1st Tuesdays of the month. Members shared their jurisdictions’ recent progress toward starting to meet in person again.

KRCC has no public meetings scheduled in July or August and would like to start holding hybrid meetings in September, beginning with the KRCC Board meeting on September 6. Between now and September, KRCC staff will arrange for training on the equipment at the Norm Dicks Center to be ready to support KRCC’s future hybrid public meetings. The Committee advised KRCC staff to seek guidance from Kitsap Health District and to coordinate with the other Boards who meet on the first Tuesdays of the month in chambers at the Norm Dicks Government Center so that there can be one common set of Covid protocols recommended by the Kitsap Health District for the several meetings members need to attend that day.

The Executive Committee decided that KRCC would keep to the plan they outlined in April for the transition to hybrid meetings.

Through June 2022

- All KRCC meetings will remain remote.
- June public meetings will be livestreamed at the Norm Dicks Government Center to provide an option for public to attend in person.

After June 2022 (subject to revision based on public health circumstances)

- KRCC public meetings become hybrid (Executive Board, PlanPOL, TransPOL).
 - With an in-person component at the Norm Dicks Center and a simultaneous virtual option offered via Zoom webinar
 - Members will be encouraged to attend in person but may attend virtually if needed
 - Public can attend virtually or in person according to individual preferences
- Any KRCC committee meetings that are not public meetings will remain fully remote via Zoom for the rest of 2022. (Executive Committee, TransTAC, LUTAC).

B. Land Use Items

- Review draft June 9 LUTAC meeting agenda

On May 12, LUTAC discussed the draft growth targets and feedback from PSRC staff. They made one update and then agreed to recommend the draft targets to PlanPOL. During the May 17 PlanPOL meeting, PlanPOL reviewed the draft targets along with documentation of PSRC's review. KRCC Board will review the growth targets at the June 7 Board meeting. On June 9, LUTAC will discuss any adjustments to draft growth targets based on the Board's feedback.

- Information: staff response to follow up questions re: growth targets and the City of Bainbridge Island's Countywide Growth Center

Mayor Deets updated the Committee on discussions with Bainbridge City Council Members and City staff about these topics and confirmed the matter has been concluded.

C. Transportation Items

- Review Letter from KRCC to Kitsap Legislators re: Move Ahead WA

Committee members reviewed a letter drafted at the suggestion of TransPOL and the Executive Committee to express appreciation to Kitsap Legislators that voted for Move Ahead Washington transportation funding package and to express KRCC's support for continued transportation funding from state and federal sources. Members offered edits to the letter including signatures for the letter and the addition of a sentence noting that the scale of investment in the ferry system was truly appreciated.

- Review draft May 31 TransTAC meeting agenda

May 31 meeting is an all-day workshop where TransTAC will be developing their recommendations for Countywide processes for TransPOL to review on June 2. This meeting was planned to be hosted at the airport conference room. *(Update: due to concern about potential inequities with some participants attending in person and others participating online, this meeting was later changed to be a remote meeting for all participants.)*

- Review draft June 2 TransPOL meeting agenda

TransPOL is not meeting on its usual schedule on May 19. That meeting was shifted to June 2 to accommodate the transportation competition schedule. This meeting will be remote via Zoom

webinar with opportunities for the public to view the meeting webinar online or in person. Staff will confirm whether there is a room available at the meeting time for the public screening at the Norm Dicks Government Center.

3. Review KRCC Board Agenda and Materials

- Review draft June 7 KRCC Board meeting agenda

No revisions were offered regarding the June 7 Board meeting agenda. The June 7 Board meeting will be a remote meeting held via Zoom webinar with options for the public to attend online or to view the remote meeting in person at the Norm Dicks Government Center.

- Review draft June 28 KRCC Board meeting agenda

The June 28 special Board meeting will be an abbreviated session to vote on adding the growth targets as an appendix to the Countywide Planning Policies (CPP). This meeting will need a quorum of Board members in attendance for the vote. This will be a remote meeting held via Zoom webinar with options for the public to attend online or to view the remote meeting in person at the Norm Dicks Government Center.

- Review draft May 3 KRCC Board meeting summary

The Board meeting summary will be reviewed as part of the Board Packet review process.

4. Administrative Agenda

- Approve Triangle Associates April 2022 Invoice

Mayor Erickson moved to approve the April 2022 invoice of \$18,073.27. Commissioner McClure seconded. The motion passed without objection or abstention.

5. Adjourn

Meeting adjourned at 9:39 am.



Kitsap Regional Coordinating Council

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KRCC Executive Committee Meeting Summary

Approved 9/15/2022

Date: **June 16, 2022**

Time: 10:00 am – 12:00 pm

Remote meeting via Zoom

Attendees (alphabetical): Mayor Deets, Mayor Erickson, Commissioner Gelder, Mayor Putaansuu

Decisions		
The KRCC Executive Committee decided to: <ul style="list-style-type: none"> • Approve the May 2022 Triangle Associates invoice • Move the September Board meeting to October • Cancel the August Executive Committee meeting 		
Actions	Who?	Status
Sign and submit invoice approval form	Chair, Vice Chair, KRCC Staff	Complete
Add the phrase “Celebrating 30 years of regional cooperation” to the letterhead	KRCC Staff	In Progress
Reschedule the September 6 Board meeting to October 4	KRCC staff	Complete
Reach out to Tribal leadership about reactivating Tribes’ participation in KRCC and payment of KRCC dues	Chair Gelder	In Progress
Conduct KRCC summer administrative business via email	Exec Committee and KRCC staff	Complete
Communicate and coordinate with Kitsap Boards regarding hybrid format plans for fall First Thursday Board meetings	KRCC staff	In Progress

1. Chair’s Welcome

KRCC Chair/Kitsap County Commissioner Rob Gelder welcomed the KRCC Executive Committee to the virtual meeting.

2. Committee Updates and Action Items

A. Executive Committee Items

- Review the May 19 Executive Committee meeting summary

The May 19 Executive Committee meeting summary was approved by consensus as drafted.

- Review update on Kitsap Boards’ remote/in-person meeting plans

Executive Committee members expressed a preference for Kitsap Boards to coordinate meetings so the meetings that occur on the first Tuesday of the month have the same format (in-person vs. virtual). The Executive Committee will revisit the fall hybrid meeting plan based on updated circumstances at the end of the summer.

1 – Approved Exec. Committee 6/16/22 Meeting Summary

- Discuss KRCC's 30th anniversary and possibilities for celebration

KRCC was established in 1992, making 2022 the 30th anniversary of the organization. Members discussed ideas for celebrating the anniversary at the Legislative Reception, revising the KRCC logo, and/or using a collaborative video-making app to create a series of short videos about what makes Kitsap collaboration special. Members supported the idea of adding the phrase "Celebrating 30 years of regional cooperation" to the letterhead/agenda headers effective immediately. Logo suggestions included:

- Change the color
- Be more inclusive – "Cities, Counties, Tribes" leaves out Navy, Transit, and Ports
- Do not add too many words. Keep the logo simple and graphic.
- Who might design a new KRCC logo?
 - Hold a community contest for ideas
 - Commission a native artist
 - Hire a graphic design firm

B. Land Use Items

- Upcoming meetings

PlanPOL is scheduled to meet September 20. LUTAC is scheduled to meet on October 13. The KRCC Executive Committee will review draft agendas for these meetings later this summer.

- Process for Kitsap County adopting the Countywide Planning Policies with the updated growth targets

On June 28, the Board will vote on approving the updated growth targets as an appendix to the Countywide Planning Policies (CPPs). If approved, the appendix will then be transmitted to Dana Daniels, Clerk of the Board, with CC to Commissioner Wolfe and Eric Baker.

Members discussed the growth targets' relationship to the next steps of jurisdictions' comprehensive plan updates, recognizing that growth targets were designed with room to adapt and allocate population between cities and their adjacent urban growth areas (UGAs) as comprehensive plan details are worked out. To clarify some of this flexibility, planners have added the footnote "During a Comprehensive Plan review process, a city and its associated UGA may transfer population and employment between the two jurisdictions with approval by elected bodies from both jurisdictions, while not exceeding the overall targets."

C. Transportation Items

- Debrief of the Countywide Competition for federal transportation funds

Members noted their appreciation for a collegial and collaborative process for the transportation funding competition.

3. Review KRCC Board Agenda and Materials

- Review draft June 28 KRCC Board meeting agenda

The June 28 KRCC Board meeting will involve voting on the updated growth targets as CPP appendix B. The 6/28 Board meeting will be fully remote, with options for the public to view Zoom livestream and comment both at NDGC and online. The 6/7 and 6/28 Board meeting summaries will be included for review in the September Executive Committee meeting packet.

4. Administrative Agenda

- Review Corrections to Income and Expense report from 2021 Audit

Staff reported that minor corrections were made to the Income and Expense report during the 2021 Financial Audit. A corrected Excel formula error in the August 2021 invoice amount resulted in an increase in the amount of carryforward from 2021 to 2022. Corrected formulas in the 2022 spreadsheet relating to which expenses are paid via Triangle and which are paid separately resulted in no changes to amounts previously reported to the Board.

- Approve Triangle Associates May 2022 Invoice

The motion to approve the May 2022 invoice of \$21,229.36 passed without objection or abstention.

- Discuss encouraging Tribes' participation in KRCC

Members discussed the importance of having the Suquamish Tribe's and Port Gamble S'Klallam Tribes' participation in KRCC. KRCC staff will hold an orientation session with staff from the Port Gamble S'Klallam Tribe on June 16. Chair Gelder has reached out to Chairman Sullivan. As of the end of May, dues payments for 2022 have not been received from the Port Gamble S'Klallam Tribe nor from the Suquamish Tribe. Chair Gelder will reach out to leadership from the Suquamish Tribe and Port Gamble S'Klallam Tribe to understand their goals for KRCC membership.

- Updates on upcoming KRCC meetings

KRCC Board meeting will shift from September 6 to October 4. The Executive Committee will not meet in July or August. Invoices, September meeting agendas, and other essential administrative business will be approved via email over the summer. The September Executive Committee meeting will include review of the Draft 2023 KRCC Work Plan.

5. Good of the Order

Jurisdictions will be developing their housing targets independently and then compiling and discussing them together. Johnson Road Roundabout will be opening soon. Poulsbo is organizing a grand opening ceremony and plans to invite the Governor. Members also discussed last month's Transit Center groundbreaking event.

6. Adjourn

The meeting adjourned at 11:05 AM.



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



PSRC BOARDS v.9/20/22

<p><u>Executive Board</u> Date of Next Meeting: October 27, 2022 • 10:00 AM–12:00 PM Topics from Meeting: September 22, 2022 (packet posted here):</p> <ul style="list-style-type: none"> • Consent: Minutes of EB meeting held 7/28/22, Approve vouchers date 6/30/22 – 8/29/22, Approve Contract Authority for Website Support Services, Approve Contract Authority for PSRC’s Move-Related Expenses, Approve Contract Authority for In-House Leadership Development Training, Approve PSRC Executive Board Representation, Adopt Routine Amendment to the 21-22 TIP • Discussion: <ul style="list-style-type: none"> ○ Legislative Agenda Briefing ○ Regional Transportation Plan Work Program ○ Puget Sound Data Trends • Information: Annual Weighted Votes Revision, Employee Status Report, 10/21 TOD FOR ALL Event, 11/20 Joint Board Session on Institutional and Structural Racism <p>Contact: Sheila Rogers - srogers@psrc.org; KRCC Members: Commissioner Garrido, Mayor Erickson, Commissioner Strakeljahn, Mayor Wheeler, Mayor Putaansuu; Alternates: Commissioner Gelder, Commissioner Bozeman, Councilmember Rosapepe, Mayor Deets, Councilmember Goodnow, Commissioner Anderson</p>	<p><u>Transportation Policy Board (TPB)</u> Date of Next Meeting: October 13, 2022 • 9:30 – 11:30 AM Topics from September 8, 2022 Meeting (packet posted here):</p> <ul style="list-style-type: none"> • Consent: Approve Minutes of TPB Meeting held 7/14/22, Routine Amendment to 2021-24 TIP, • Action: Release Draft 23-26 Regional TIP for Public Comment • Discussion: PSRC’s Transportation Work Program • Information: <ul style="list-style-type: none"> ○ TPB FTA Funding Working Group ○ Public Communications ○ Save the Date – 11/30 Joint Board Session on Institutional and Structural Racism <p>Contact: Casey Moreau - cmoreau@psrc.org KRCC Members: Commissioner Gelder, Mayor Putaansuu, Mayor Erickson, Councilmember Mills, Mayor Wheeler; Alternates: Commissioner Garrido, Councilmember Schneider, Executive Clauson, Commissioner Bozeman, Chairman Forsman, Councilmember Goodnow</p>
<p><u>Growth Management Policy Board (GMPB)</u> Date of Next Meeting: October 6, 2022 • 10:00 AM – 12:00 PM Topics from September 1, 2022 Meeting (packet posted here):</p> <ul style="list-style-type: none"> • Consent: Approve Minutes of GMPB Meeting held 7/7/22 • Discussion: <ul style="list-style-type: none"> ○ Plan Certification and Housing; Passport to 2044 Workshop Series • Information: TOD for All; Save the Date Flyer for 11/30 Join Board Session <p>Contact: Kristin Mitchell – kmitchell@psrc.org; KRCC Members and Affiliates: Commissioner Wolfe, Councilmember Quitslund, Councilmember Purser, Mayor Wheeler; Alternates: Commissioner Garrido, Councilmember Rosapepe, Councilmember Ostrom, Councilmember Goodnow</p>	<p><u>Economic Development District Board</u> Date of Next Meeting: October 5, 2022 • 1:00 – 3:00 PM Topics from July 13, 2022 Meeting (packet posted here):</p> <ul style="list-style-type: none"> • Consent: Minutes of meetings held 5/4/22; Vouchers 4/25/22 – 6/13/22 • Action: Adopt Fiscal Years 2022-23 Supplemental Budget and Work Program • Discussion: Innovation Cluster Accelerator Program Update; Industrial Lands Update; Staff Report <p>Contact: Mikayla Svob - msvob@psrc.org KRCC Members and Affiliates: Commissioner Garrido, Councilmember Stern, Chairman Forsman, Commissioner Strakeljahn, Mayor Wheeler; Alternates: Councilmember Wolfe, Councilmember Cucciardi, Councilmember Mills, Commissioner Anderson, Councilmember Goodnow</p>
<p><u>Operations Committee (OC)</u> Date of Next Meeting: October 27, 2022 • 9:00 – 9:50 AM Topics from September 22, 2022 Meeting (packet posted here):</p> <ul style="list-style-type: none"> • Action: Approve Contract Authority for Website Support Services, Approve Contract Authority for PSRC’s Move-Related Expenses, Approve Contract Authority for In-House Leadership Development Training, Approve PSRC Executive Board Representation • Information/Discussion: Annual Weighted Votes Revision, Review of Schedule for Development of Fiscal Years 24-25 Budget and Work Program, PSRC 2022 Base Pay Market Study, Housing Public Opinion Survey Update, Employee Status Report, Monthly Budget Report, Contract Status Report, Grant Status Report, 10/21 Transit-Oriented Development Event, Save the Date – 11/30 Joint Board Session on Institutional and Structural Racism <p>Contact: Casey Moreau - cmoreau@psrc.org; KRCC Members: Mayor Erickson; Alternates: Commissioner Gelder</p>	



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



PSRC COMMITTEES v.9/20/22

Regional Staff Committee (RSC)

Date of Next Meeting: **October 20, 2022** • 9:30 – 11:30 AM

Topics from **July 21, 2022** Meeting: (packet posted [here](#)):

- Reports: Meeting Summary for 5/19/22, PSRC Announcements and Updates
- Discussion:
 - Regional Housing Strategy Implementation
 - Regional Industrial Lands Analysis Update
 - Household Travel Survey Program

Contact: Ben Bakkenta- bbakkenta@psrc.org

KRCC Affiliates: Eric Baker, Nick Bond, Heather Wright, Ed Coviello, Andrea Spencer, Kathy Cocus; Alternates: Jeff Rimack, Mark Hofman, Jennifer Sutton, Garrett Jackson

Regional FTA Caucus

Date of Next Meeting: **October 12, 2022** • 10:30 AM – 12 PM

Topics from **May 11, 2022** Meeting: (packet posted [here](#)):

- Action:
 - Approval of 3/9/22 meeting summary
- Discussion:
 - Project Tracking Working Group Update
 - Update on 2022 FTA Annual Adjustments
 - Update on Recent FTA Program Changes

Contact: Sarah Gutschow - sgutschow@psrc.org

KRCC Affiliates: Steffani Lillie; Alternate: Jeff Davidson

Bicycle/Pedestrian Advisory Committee (BPAC)

Date of Next Meeting: **November 8, 2022** • 10:00 AM – 12:00 PM

Topics from **September 13, 2022** Meeting: (agenda posted [here](#)):

- Action: Approval of Meeting Summary 5/10/22
- Discussion:
 - Approve Non-voting Member Nominations
 - Membership Roster and Operating Procedures Review
 - 2022-2050 Regional Transportation Plan Implementation
 - Follow-up on Access to Transit Discussion
 - 2021 Regional Household Travel Survey Findings
- Roundtable: Announcements of Bicycle/Pedestrian Activities

Contact: Sarah Gutschow - sgutschow@psrc.org

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

Regional Project Evaluation Committee

Date of Next Meeting: **October 28, 2022** • 9:30 – 11:00 AM

Topics from **September 23, 2022** Meeting: (agenda posted [here](#)):

- Action: Approve Summary for 7/22/22 meeting
- Transportation Policy Board Debrief
- Discussion:
 - PSRC's Transportation Committees
 - Project Delivery Status Report and Issues
 - PSRC Work Program Updates

Contact: Kelly McGourty - kmcgourty@psrc.org

KRCC Affiliates: Diane Lenius, David Forte, Fred Salisbury, Shane Weber, Steffani Lillie; Alternates: Mark Dorsey, Joe Rutan, Arne Bakker, Ned Lever, Chris Dimmitt, Jeff Davidson

Transportation Operators Committee (TOC)

Date of Next Meeting: **October 26, 2022** • 10:00 – 12:00 PM

Topics from **September 28, 2022** Meeting: (packet posted [here](#)):

- Action: Approval of 8/24/22 meeting summary
- Transportation Policy Board Debrief
- Information: 2022 Transit Integration Report
- Discussion:
 - State Frequent Transit Service Project
 - Development of PSRC FY 24-25 Transit-related Work Program
 - Work Session on Data Collection and Display for FTA Regional Targets
 - 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: **November 3, 2022** • 9:30 – 11:00 AM

Topics from **September 1, 2022** Meeting (agenda posted [here](#)):

- Presentation:
 - Updates from the UW's Urban Freight Lab
- Discussion: Regional Transportation Plan – ITS/Emerging Technologies Next Steps

Contact: Gary Simonson - gsimonson@psrc.org

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