



Kitsap Regional Coordinating Council

KRCC Executive Board Meeting Reference Packet

July 6, 2021

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Kitsap Regional Coordinating Council

KRCC Executive Committee

Draft Meeting Summary

v. 5-27-2021

Date: April 20, 2021

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

Location: Remote meeting

Members in Attendance (alphabetical): Councilmember Ashby, Councilmember Deets, Mayor Erickson, Commissioner Gelder, Commissioner Strakeljahn, and Mayor Wheeler.

Decisions		
<p>The KRCC Executive Committee:</p> <ul style="list-style-type: none"> Decided that April 22 would be the last day for the KRCC Land Use Technical Advisory Committee (LUTAC) to meet to discuss updates to the CPPs. Decided to cancel the May 13 LUTAC meeting. Approved the Triangle Associates March 2021 invoice of \$18,335.45. 		
Actions	Who?	Status
Send KRCC staff any local organizations who should be notified about the CPP public comment period.	KRCC members	Complete
Committee members from jurisdictions that have not attended PlanPOL this year will check in with their colleagues who are appointed to PlanPOL.	Executive Committee members	Complete
Work with LDC, Inc. to clarify the amount of additional work and create a revised budget request for the Executive Committee to consider.	KRCC staff	Complete
Share the proposed edits to the CPP update process with Lisa Nickel, Kitsap County attorney, to ensure that they are legally accurate.	KRCC staff	Complete
Share a document that explains which uses of the word “shall” in the CPPs are legally required.	KRCC staff	Complete
Schedule an individual meeting about the draft CPPs with the City of Poulsbo.	KRCC staff	Complete

1. Chair’s Welcome

KRCC Chair/Port Orchard City Councilmember Bek Ashby welcomed the Executive Committee to the virtual meeting. Commissioner Strakeljahn and Mayor Wheeler shared that they can only attend the first part of the Executive Committee meeting due to a scheduling conflict.

2. Committee Updates and Action Items

Executive Committee:



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- Discuss budget request from LDC, Inc.:

Sophie Glass, KRCC Program Director, shared an email from Clay White, LDC, Inc., who has been leading work on the Countywide Planning Policy (CPP) update and will soon work on growth targets. In this email, Clay shared a list and cost estimate of additional meetings beyond the original scope of work.

Comments:

- Councilmember Ashby shared that the number of additional meetings outlined in the email do not match her calculations.
- Councilmember Ashby acknowledged the additional time that Clay has put into the CPP update. The CPP update process has been more labor intensive than originally anticipated. The scope of work for LDC, Inc. did not include major policy updates; it only included updates to comply with VISION 2050 and state law and to ensure KRCC's work plan would align with CPP direction.
- Commissioner Gelder shared that the CPP update process unfolded organically, and additional unanticipated costs are understandable.
- Mayor Erickson explained that the CPPs should be a simple document outlining the relationship of cities to the county, rather than a major policy document with significant detail. She expressed concern that the draft CPPs are getting too detailed. She shared that she will not recommend the draft CPPs to the Poulsbo City Council if the draft is too detailed in dictating requirements for jurisdictions.
- Councilmember Ashby shared that KRCC has been specific about the purpose and scope of the update from the beginning. She shared that the level of detail in the current draft is appropriate and not too specific, though the process of updating the language has been frustrating.
- Commissioner Gelder shared that updating CPPs to comply with VISION 2050 without being too onerous for jurisdictions is a challenge.
- Councilmember Deets expressed appreciation for this conversation. He emphasized the importance of bringing forward any concerns about the draft CPPs and recommended discussing specific concerns at the May 4 KRCC Board study session.
- Mayor Wheeler shared that he would be willing to address concerns about some policies being too specific.
- Mayor Wheeler reminded the committee that one purpose for hiring a consultant was to get advice about incorporating affordable housing, racial equity, displacement issues, and issues of marginalization in the CPPs. He expressed support for rethinking the structure and level of detail for the CPPs as long as an equity lens is included.

Questions and answers:

- Commissioner Gelder: What is Clay's hourly rate?
 - Sophie: \$195 per hour.
- Councilmember Deets: What specific concerns with the CPPs have jurisdictions identified?
 - Mayor Erickson: Poulsbo is concerned about the discussion of limiting expansion of Urban Growth Areas (UGAs).



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The Executive Committee requested that KRCC staff work with Clay to clarify the number of additional meetings and create a revised budget request for the Executive Committee to consider.

- Discuss debrief with March 4 Board retreat panelists:

Sophie shared that after the March 4 Board retreat on equity, the panelists from the retreat requested a debrief meeting with KRCC staff and Councilmember Ashby. At this debrief meeting, they shared concerns that the retreat felt like a “check-the-box” exercise, rather than an opportunity to do deep equity work on a broader scale. The panelists explained that equity work needs a deeper, longer process, and they shared their hopes that KRCC pursues this deeper equity work. They recommended that KRCC hires an equity consultant to support the process of updating the CPPs.

The committee discussed that the information provided to the panelists ahead of the meeting was adequate to frame the specific goal of updating land use and transportation policy. As each jurisdiction handles equity differently, future discussions on this topic at KRCC may require equity consultants familiar with applications to land use and transportation policy.

- Update on conversations with Greater Seattle Partners:

Councilmember Ashby shared that Josh Brown, Puget Sound Regional Council, has communicated with Great Seattle Partners on behalf of Kitsap. Josh, Commissioner Strakeljahn, and Councilmember Ed Stern will meet with Brian McGowan, Greater Seattle Partners.

Land Use Items:

- Update on “roadshow” approach with KRCC Board members re: the Countywide Planning Policies:

Sophie reminded Committee members that KRCC staff have offered to meet with each jurisdiction to discuss the draft CPPs and answer questions. The purpose of these meetings is to ensure that each jurisdiction is comfortable with the draft CPPs before the May 4 KRCC Board study session.

KRCC staff scheduled dedicated meetings with Kitsap Transit, City of Port Orchard, Naval Base Kitsap, and the City of Bremerton. City of Bainbridge Island, Kitsap County, and Port of Bremerton invited KRCC staff to present and answer questions at existing council or commission meetings. City of Poulsbo will conduct an internal briefing process. KRCC staff have not heard from Suquamish Tribe, Port Gamble S’Klallam Tribe, or Port of Kingston about scheduling a meeting.

Comments:

- Commissioner Gelder expressed appreciation for the offer to include all KRCC members in these meetings. He shared that the ports are not impacted by land use



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policies, so he is not concerned if ports choose not to participate in individual meetings.

- Councilmember Ashby shared that even though the CPPs can be ratified without the Suquamish and Port Gamble S'Klallam Tribes, it is important to offer them the option to engage in the process.

- Discuss draft CPP public comment plan:

Sophie shared KRCC staff developed a draft public comment plan based on the CPP approval timeline that LUTAC and the KRCC Executive Committee approved. During the two-week public comment period in May, KRCC staff will compile comments into amendment sheets. The KRCC Board can use these amendment sheets to structure discussion about proposed changes during the June 1 KRCC Board meeting.

Sophie reminded the Executive Committee that they previously directed individual jurisdictions to conduct intentional outreach in their communities. KRCC staff can provide materials to support jurisdictions' outreach if requested. KRCC staff will send notices of the public comment period to local organizations and stakeholders. Executive Committee members can share with KRCC staff any organizations they would like to notify.

Councilmember Ashby reminded the Committee that KRCC's public comment period will not be the only opportunity for community members to engage. After KRCC approves the draft CPPs, Kitsap County will also hold a public hearing and other jurisdictions can choose to hold public hearings as well.

- Review memo about other Puget Sound counties' process for updating CPPs:

The Executive Committee did not discuss other Puget Sound counties' processes for updating CPPs.

- Discuss suggested edits to CPP Appendix A: CPP Update Process:

Commissioner Gelder shared proposed edits to Appendix A. The purpose of these edits is to simplify the process of amending appendices. These proposed edits would create two paths for the approval process: one for updating the CPP elements, and another, simpler process for updating appendices. Within this new process, if an update does not impact CPP elements, a full ratification process is not required. Instead, the update would require a two-thirds majority vote of the KRCC Board and adoption by Kitsap County.

Comments:

- Commissioner Gelder, Councilmember Ashby, and Mayor Erickson expressed support for this new proposed process.
- Councilmember Ashby shared that most of the appendices should not warrant the full amendment process.
- Mayor Erickson shared that the population distribution appendix is important and contentious.



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- Councilmember Ashby recommended sharing the proposed edits with Lisa Nickel, Kitsap County attorney, to ensure that they are legally accurate.
- Commissioner Gelder shared that he would support gathering feedback from LUTAC about the proposed changes.
- Report out on April 14 LUTAC meeting:
Sophie shared that, on April 14, LUTAC primarily discussed the CPP elements related to rural centers and urban growth areas. The conversation focused on keeping urban areas urban and protecting rural areas.

Sophie reminded the Committee that LUTAC will meet again on April 22 to continue the discussion of CPPs. She shared that LUTAC is unlikely to complete this discussion on April 22 and asked the Executive Committee for direction regarding deadlines.

The Executive Committee shared the following considerations:

- Mayor Erickson and Councilmember Ashby expressed support for giving LUTAC a firm deadline to finish their edits to the CPPs.
- Councilmember Ashby reminded Committee members that KRCC staff are meeting with jurisdictions individually to discuss the CPPs and answer questions before the May 4 Board study session. This will ensure that Board members are prepared for the study session, so the Board can finalize any edits that LUTAC has not finished.
- Mayor Erickson and Commissioner Gelder shared that they prefer policies use the word “should” rather than “shall,” in areas where “shall” is not legally mandated by VISION 2050 or state law. They requested that KRCC staff share a document that explains which uses of the word “shall” in the CPPs are legally required.

Mayor Erickson moved to make April 22 the last day for LUTAC to meet to discuss updating the CPPs. Commissioner Gelder seconded the motion. The motion passed unanimously, noting Mayor Wheeler and Commissioner Strakeljahn had left the meeting prior to the vote.

- Discuss need for May 13 LUTAC and May 18 PlanPOL meetings:
Sophie shared that the KRCC schedule includes a LUTAC meeting on May 13 and a PlanPOL meeting on May 18; both meetings would occur during the CPP public comment period. She asked the Executive Committee for direction regarding meeting topics.

Comments:

- Mayor Erickson recommended that PlanPOL use the May 18 meeting to review the draft CPPs and discuss the reasons for proposed changes. This would prepare PlanPOL members to discuss the draft with their jurisdictions’ councils or commissions.
- Councilmember Ashby, Commissioner Gelder, and Mayor Erickson recommended cancelling the May 13 LUTAC meeting.
- Councilmember Ashby shared that some jurisdictions have not attended any of the 2021 PlanPOL meetings. Executive Committee members from these jurisdictions shared that they will check in with their colleagues who are appointed to PlanPOL.



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Transportation Items:

- Update on the Gorst Coalition:
Commissioner Gelder shared that Gorst is waiting for funding appropriations from the federal government before moving forward. Councilmember Ashby reminded the Committee that the Coalition expected the need to wait for future funding opportunities.

3. Review the KRCC Board Agenda and Materials

- Discuss draft agenda for the May 4 study session re: CPPs and LUTAC's recommendation to hold a pre-meeting "drop-in" Q&A session:

Sophie shared the draft agenda for the May 4 KRCC Board study session, which includes basic business and a focused discussion of the draft CPPs. She asked the Executive Committee for direction regarding the structure of the conversation about the CPPs.

The Executive Committee shared the following considerations:

- Commissioner Gelder and Mayor Erickson expressed support for using the presentation slides from the individual CPP meetings that KRCC staff held with jurisdictions.
- Councilmember Ashby recommended highlighting the elements that have required the most discussion from planning directors and policy makers.
- Councilmember Ashby requested the discussion on May 4 include proposed equity language from the March 4 Board retreat. Sophie shared that KRCC staff will update the study session agenda to emphasize that equity components of the CPPs will be part of the discussion.

Sophie explained that KRCC staff will send a draft meeting packet to the Executive Committee on Monday, April 26 for their approval. Staff will send the final meeting packet to the KRCC Board on Thursday, April 29.

The Executive Committee discussed potential topics for future KRCC meetings as follows:

- Commissioner Gelder shared that he has heard from stakeholders a desire to have a conversation about affordable housing in Kitsap County. He emphasized that policy makers on the state level need to be part of this conversation because state policy greatly impacts affordable housing. This conversation could be a study session aimed at identifying affordable housing policy recommendations for jurisdictions.
- Commissioner Gelder and Mayor Erickson expressed support for discussing and gathering recommendations about affordable housing with the Kitsap Building Association.
- Councilmember Ashby and Commissioner Gelder expressed support for starting a conversation about affordable housing at PlanPOL before bringing it to the KRCC Board.
- Commissioner Gelder shared that, during the state legislative session, Kitsap County received authorization to use the multi-family tax credit. He emphasized the need for a discussion about how to use the tax credit and its impacts on junior taxing districts.



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Councilmember Ashby recommended that the county discuss this with Port Orchard staff, who have worked with the tax credit before.

- Review the March 4 Board retreat summary:
Committee members did not raise comments or edits regarding the March 4 Board retreat summary.
- Review the March 16 Executive Committee meeting summary:
Committee members did not raise comments or edits regarding the March 16 Executive Committee meeting summary.

4. Administrative Agenda

- 2021 dues update:
Committee members did not discuss KRCC dues.
- Approve Triangle Associates February 2021 invoice:
Councilmember Deets moved to approve the March 2021 invoice of \$18,335.45. Commissioner Strakeljahn seconded the motion. The motion passed unanimously.

5. Adjourn

The meeting adjourned at 12:30 PM.



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



PSRC BOARDS v.6/23/21

Executive Board

Date of Next Meeting: **July 22, 2021** • 10:00 - 11:30 AM

Topics from Meeting: **June 24, 2021** (packet posted [here](#)):

- Consent:
 - Minutes of meeting held 5/27/21; Vouchers 4/30/21-6/14/21
 - Approve Updated Policy on Compensating Members of PSRC Funded Focus Groups and/or Committees
 - Adopt Routine Amendment to the 2021-2024 TIP
 - Authorize a Change in Regional Transpo. Plan Project Status for Kitsap Transit’s Silverdale Transit Center Phase I & II Project; SR 16 Park & Ride Phase A Project
 - Approve Transportation Policy Board Chair Appointment
 - Regional Transportation Plan Update
- Discussion:
 - Regional Economic Strategy Update

Contact: Sheila Rogers - srogers@psrc.org; **KRCC Members:** Commissioner Garrido, Mayor Erickson, Commissioner Strakeljahn, Mayor Wheeler, Mayor Putaansuu; Alternates: Commissioner Gelder, Commissioner Bozeman, Councilmember Ashby, Mayor Schneider, Councilmember Gorman, Commissioner Gary Anderson

Transportation Policy Board (TPB)

Date of Next Meeting: **July 8, 2021** • 9:30 – 11:30 AM

Topics from **June 10, 2021** Meeting (packet posted [here](#)):

- Consent:
 - Minutes of meeting held 5/13/21
 - Routine Amendment to 2021-2024 TIP
 - Recommend Authorizing a Change in the Regional Transpo. Plan Project Status for Kitsap Transit’s Silverdale Transit Center Phase I & II Project; SR 16 Park & Ride Phase A Project
- Discussion:
 - 2021 Legislative Debrief
 - Regional Transportation Plan Financial Strategy
 - Coordinated Mobility Plan Briefing

Contact: Casey Moreau - cmoreau@psrc.org
KRCC Members: Mayor Erickson, Councilmember Ashby, Commissioner Gelder, Councilmember Mills, Mayor Wheeler; Alternates: Commissioner Garrido, Councilmember Pollock, Director Clauson, Commissioner Bozeman, Councilmember Gorman

Growth Management Policy Board (GMPB)

Date of Next Meeting: **July 1, 2021** • 10:00 AM – 12:00 PM

Topics from **June 3, 2021** Meeting: (packet posted [here](#)):

- Consent: Approve Minutes of GMPB Meeting held 5/6/21
- Discussion:
 - 2021 Legislative Recap
 - Regional Economic Strategy Update and Economic Development Work Program
 - Regional Housing Strategy: Tools and Actions

Contact: Kristin Mitchell – kmitchell@psrc.org
KRCC Members and Affiliates: Commissioner Wolfe, Councilmember Pollock, Mayor Wheeler, Director Purser; Alternates: Commissioner Garrido, Mayor Putaansuu, Councilmember Gorman, Tom Ostrom, Andrea Spencer

Economic Development District Board

Date of Next Meeting: **July 7, 2021** • 1:00 – 3:00 PM

Topics from **May 5, 2021** Meeting: (packet posted [here](#)):

- Consent: Approve minutes of meeting held 2/3/21
- Discussion:
 - Greater Seattle Partners Regional Recovery Framework
 - Regional Economic Strategy and Economic Development Work Program Update

Contact: Mikayla Svob - msvob@psrc.org
KRCC Members and Affiliates: Commissioner Garrido, Councilmember Stern, Commissioner Strakeljahn, Chairman Forsman, Mayor Wheeler, John Powers; Alternates: Commissioner Wolfe, Councilmember Mills, Councilmember Cucciardi, Councilmember Gorman, Commissioner Anderson

Operations Committee (OC)

Date of Next Meeting: **July 22, 2021** • 9:00 – 9:50 AM

Topics from **June 24, 2021** Meeting (packet posted [here](#)):

- Consent: Approve Minutes of Meeting held 5/27/21; Vouchers 4/30/21-6/14/21
- Action: Updated Policy on Compensating Members of PSRC Funded Focus Groups and/or Committees
- Information/Discussion: Electronic Processing Services, Board Meetings, Monthly Budget Progress Report, Contract Status Report, Completed Contracts, Grant Status Report

Contact: Casey Moreau - cmoreau@psrc.org; **KRCC Members:** Mayor Erickson; Alternates: Commissioner Gelder



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



PSRC COMMITTEES v.6/23/21

Regional Staff Committee (RSC)

Date of Next Meeting: **July 15, 2021** • 9:30 – 11:30 AM
Topics from **June 17, 2021** Meeting: (packet posted [here](#)):

- Discussion:
 - Growth Communication Resources
 - Planning for Stormwater Parks
 - Regional Housing Strategy
 - Update on Regional Transportation Plan

Contact: Ben Bakkenta- bbakkenta@psrc.org

KRCC Affiliates: Eric Baker, Nick Bond, Andrea Spencer, Karla Boughton; Alternates: Jeff Rimack, Heather Wright

Regional FTA Caucus

Date of Next Meeting: **August 11, 2021** • 10:30 AM – 12:00 PM
Topics from **March 10, 2021** Meeting: (packet posted [here](#)):

- Action:
 - Approval of 2/10/21 meeting summary
 - Recommendation on CRRSAA Act Funding Distributions
- Discussion: PSRC's 2021 FTA Annual Adjustments Process

Contact: Sarah Gutschow - sgutschow@psrc.org

KRCC Affiliates: Steffani Lillie; Alternate: Jeff Davidson

Bicycle/Pedestrian Advisory Committee (BPAC)

Date of Next Meeting: **September 14, 2021** • 10:00 AM – 12:00 PM
Topics from **May 11, 2021** Meeting: (agenda posted [here](#)):

- Action: Approval of Meeting Summary 3/9/21
- Discussion:
 - Comments to WSDOT on Biking Prohibitions
 - Transportation Policy Board Debrief on PSRC's Pedestrian and Bicycle Work Program
 - Equity and Bicycle and Pedestrian Planning
 - Next Steps for Bicycle and Pedestrian Planning in the Regional Transportation Plan
- Roundtable: Announcements of Bicycle/Pedestrian Activities

Contact: Sarah Gutschow - sgutschow@psrc.org

KRCC Affiliates: David Forte, Chris Dimmitt, Megan Moore, Chris Wierzbicki; Alternates: Melissa Mohr, Andrea Archer-Parson; Anthony Burgess

Regional Project Evaluation Committee

Date of Next Meeting: **July 23, 2021** • 9:30 – 11:00 AM
Topics from **June 25, 2021** Meeting: (agenda posted [here](#)):

- Discussion:
 - Project Selection Task Force Debrief
 - Report on 2021 Delivery
 - Regional Transportation Plan

Contact: Kelly McGourty - kmcgourty@psrc.org

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

Transportation Operators Committee (TOC)

Date of Next Meeting: **July 28, 2021** • 10:00 – 12:00 PM
Topics from **June 23, 2021** Meeting: (packet posted [here](#)):

- Action: Approval of 5/26/21 meeting summary
- Action: Regional Transit Safety Performance Targets
- Discussion:
 - Next Steps for PSRC FTA Funding Distributions
 - QA/QA on Transit Inputs for RTP
 - 2021 Transit Integration Report
 - Potential TOC Appointments to Regional TOD Advisory Committee
 - 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: **September 2, 2021** • 9:30 – 11:00 AM
Topics from **May 6, 2021** Meeting (agenda posted [here](#)):

- Discussion: ITS Messaging and Recommendations for the 2022 Regional Transportation Plan

Contact: Gary Simonson - gsimonson@psrc.org

KRCC Affiliates: Jeff Shea, Andrea Archer Parsons, Steffani Lillie; Alternates: Shane Weber