



# Kitsap Regional Coordinating Council

## KRCC Board Meeting Agenda

v. 09-02-21

September 7, 2021; 10:15 a.m. – 12:15 p.m.

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://us06web.zoom.us/j/88091133854>. If you are joining by video, please add your affiliation after your name.
- To participate by phone only: Dial 253 215 8782 and enter the Meeting ID: 880 9113 3854

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 [7/6/2021 KRCC Board Meeting Summary](#) (vote) Page 3
- B. Review the June Executive Committee meeting summary (*Reference Packet page 2*)

### 4. Full Discussion/Action Items

- A. Status Report: Kitsap County Countywide Planning Policy (CPP) Public Process
- B. [Next Steps in the CPP Ratification Process](#) Page 15
- C. Workflow for finalizing the 2022 KRCC Work Plan – (re: Transportation Competition and Population and Employment Numbers)
- D. [KRCC Bylaw Update](#) (as a result of CPP update) Page 16

### 5. KRCC Committee Reports

- A. Land Use Items
  - i. Review September 9 LUTAC meeting agenda (*Reference Packet page 10*)
- B. Transportation Items
  - i. Update from the Gorst Coalition
  - ii. Review September 16 TransPOL meeting agenda (*Reference Packet page 11*)
  - iii. Review October 14 TransTAC meeting agenda (*Reference Packet page 13*)
  - iv. Confirm workflow of TransPOL and TransTAC

### 6. PSRC Board and Committee Reports

- A. PSRC Committees and Boards Report (*Reference Packet page 15*) 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

July 6, 2021 | 3:00 PM – 5:00 PM

Virtual Meeting following Governor Inslee’s Stay at Home Order

Version 7-23-21

Decisions		
<p>The KRCC Board decided to:</p> <ul style="list-style-type: none"> <li>• Approve the 5/4/2021 KRCC Board meeting summary.</li> <li>• Adopt and recommend the Kitsap Countywide Planning Policies (CPPs) as amended and move them forward to Kitsap County for ratification.</li> </ul>		
Actions	Who?	Status
Update the CPP document to include the amendments approved by the KRCC Board.	LDC, Inc.	Complete
Review the CPP document for scrivener’s errors and make appropriate edits.	KRCC Staff	Complete
Send the KRCC Recommend CPPs to Kitsap County.	KRCC Staff and Councilmember Ashby	Complete

## 1. WELCOME AND INTRODUCTIONS

Councilmember Ashby welcomed participants to the KRCC Executive Board meeting and introduced each KRCC Board member. She noted that 14 voting members were present. See Attachment A for KRCC Board members in attendance and Attachment B for non-Board members in attendance.

Mayor Putaansuu recommended using Zoom Webinar for future KRCC Board meetings to avoid issues with “Zoom-bombing.”

Commissioner McClure noted that she needed to leave the meeting before the vote. She expressed gratitude for the robust process and participation in reviewing and updating the Countywide Planning Policies.

## 2. CHAIR’S COMMENTS

Councilmember Ashby reminded participants that the KRCC Board uses unanimous consent for approval of routine items. However, actions that relate to the Kitsap CPPs will require a roll call vote. Councilmember Ashby explained that this meeting will include a public hearing on the CPPs, during which anyone can give testimony.

## 3. CONSENT/ACTION ITEMS

### A. Approve the 5/4/2021 KRCC Board meeting summary.

Mayor Wheeler made the motion to approve the 5/4/2021 KRCC Board meeting summary. Councilmember Daug's seconded the motion. The motion passed with unanimous consent.

### B. Review the April Executive Committee meeting summary



Councilmember Ashby explained that the April Executive Committee meeting can be found in the [July 6 KRCC Board meeting reference packet](#).

### 4. FULL DISCUSSION/ACTION ITEMS

#### A. For reference: Center Overview Table

Betsy Daniels, Interim KRCC Program Director, shared a reference table (located in the [July 6 KRCC Board meeting action packet](#), page 14) for KRCC Board members to use during the discussion of the draft CPPs. The table clarifies the different types of centers. Chairman Forsman originally requested this table at the May 4 KRCC Board Study Session. KRCC staff created this table with review from the KRCC Executive Committee and Land Use Technical Advisory Committee (LUTAC).

### 5. PUBLIC HEARING ON DRAFT KITSAP COUNTYWIDE PLANNING POLICIES

#### A. Staff report: draft Kitsap Countywide Planning Policies

Betsy introduced Clay White, LDC, Inc., who has worked closely with the KRCC Board and committees over the last 10 months to update the CPPs based on the interests of all jurisdictions and residents of Kitsap. Clay reminded participants that Kitsap is required to update its CPPs by the Washington State Growth Management Act (GMA). The primary goal of the update was to make the Kitsap CPPs consistent with GMA requirements and VISION 2050.

#### B. Review the CPP Public Comment Table

Clay explained that the CPP public comment table ([action packet](#), page 98) included every submitted comment on the draft CPPs, along with responses to comments for the Board's review. The table is organized by CPP element and includes separate columns for specific and general policy comments.

Clay reminded participants that KRCC released the draft CPPs (with the exception of Element D) for public comment on May 7, 2021, and the public comment period was open until June 25, 2021. Element D of the CPPs was released for public comment between June 11 and June 25. KRCC received 14 separate public comments. Clay briefly summarized the feedback received related to each CPP element. The [July 6 KRCC Board presentation](#) includes this feedback summary.

#### C. Open Public Hearing

Councilmember Ashby opened the public hearing on the draft CPPs. She invited members of the public to give testimony.

#### D. Public Testimony

Beverly Parsons, Kitsap Environmental Coalition, provided testimony. She expressed appreciation for the opportunity to provide public comment on the draft CPPs, and for Clay's overview of the public comments. She emphasized three comments made in previous reviews of the draft CPPs:

- i. The CPPs do not seem to adequately acknowledge changing climate conditions and risks to water, air, soil, and all forms of life.
- ii. The policies need to put the rights of the public and the environment above the interests of developers.
- iii. The action statement seems far too weak to achieve the vision and objectives statements.



Beverly asked a question for KRCC Board members to consider moving forward: are your plans considering the increased rate of change in conditions? Is exponential change, rather than linear change, being adequately considered?

Margaret Tufft also provided testimony. She explained that she was raised in California during a time when it was decided to start shipping water to Los Angeles. Now, California faces significant environmental challenges. She expressed concern that Kitsap is looking in the same direction. She shared that in the past, the Kitsap Public Utility District (KPUD) was not concerned about water. Now, they are concerned. Margaret emphasized the importance of not making the same mistakes. She shared that Kitsap should plan only to bring in as much population as the environment can take care of and the environment is changing faster than we realize.

### **E. Close Public Hearing**

Councilmember Ashby thanked members of the public for providing comments. She closed the public hearing on the draft CPPs.

### **F. Discuss each proposed element and affirm agreement**

Councilmember Ashby explained that the KRCC Board will go through the draft CPPs element by element and seek consensus to move each element forward. At the end, the Board will conduct a roll call vote on whether to approve the CPPs as a whole.

i. Introduction

KRCC Board members did not raise comments or concerns about the Introduction. The Introduction moved forward with unanimous consent.

ii. Element A: Countywide Growth Pattern

KRCC Board members did not raise comments or concerns about Element A. Element A moved forward with unanimous consent.

iii. Element B: Urban Growth Areas

Councilmember Stern thanked jurisdictions' planning staff for their work on this element. Element B moved forward with unanimous consent.

iv. Element C: Centers of Growth

KRCC Board members shared the following comments:

- Councilmember Ashby explained that this section was rewritten for consistency with VISION 2050. This involved restructuring, adding technical criteria for areas to become centers, and adding a list of centers to the appendices.
- Commissioner Garrido asked if this would be an appropriate element to consider the public comment about the rate of change. She expressed support for factoring in the rate of change in decision-making regarding plans and growth rates.
- Mayor Erickson expressed disagreement with the public comment because it is based on anecdotal information. Change occurs at different rates throughout Kitsap County; some areas change quickly and some not at all.
- Mayor Putansuu shared that the GMA requires Kitsap to concentrate growth into cities and preserve rural areas; jurisdictions are working hard to make that happen. People are moving to Kitsap because it is a desirable area; this cannot be stopped.



Element C moved forward with unanimous consent.

v. Element D: Rural Land Uses and Development Patterns

KRCC Board members shared the following comments:

- Mayor Putaansuu explained that this was a contentious element that resulted in compromise. He expressed appreciation to Councilmember Ashby, Clay White, KRCC staff, jurisdictions' planning staff, and Commissioner Gelder for their work to find common ground.
- Commissioner Wolfe thanked his colleagues for their collaborative approach on this item.
- Councilmember Ashby noted that the paragraph on rural communities, which KRCC PlanPOL had agreed to, seemed to have been inadvertently removed from the draft CPP document.

Commissioner Gelder made a motion to add the following statement, which had been inadvertently removed, back into the CPPs:

*“Rural Communities are smaller developed areas with existing residential, commercial and/or industrial land uses where growth is not expected. They may include clear neighborhoods with limited services. Examples of such communities include, but are not limited to, Burley, Sunnyslope, Seabeck, Lake Symington, Indianola and Hansville.”*

Mayor Putaansuu seconded the motion. The motion passed with unanimous consent. Element D moved forward as amended with unanimous consent.

vi. Element E: Natural Environment

KRCC Board members shared the following comments:

- Councilmember Deets thanked the Kitsap Environmental Coalition for their comments on this element. He suggested changing “should” to “shall” for policies a. – f. in NE-8 because he does not anticipate any jurisdictions having issues following those policies.
- Mayor Putaansuu explained that each city can choose to be more restrictive than the policies in the CPPs.
- Mayor Erickson expressed discomfort with Councilmember Deets' proposal regarding policy f. She explained that she does not know what state and regional limitations currently are. Regional targets developed for Seattle might be very different than regional targets in Kitsap.
- Commissioner Wolfe shared that the intent is good, though this change could open a Pandora's box, which jurisdictions may not be ready for. Mayor Erickson and Mayor Putaansuu agreed.
- Commissioner Gelder shared that some aspects of the CPPs, being aspirational, allow for greater flexibility. There are items that are yet to be defined. A more holistic regional conversation needs to occur regarding water and climate change. This conversation should include definitions, otherwise jurisdictions do not know what they are planning for.



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- Councilmember Schneider agreed that, because there is uncertainty about state and regional targets, policy f. should not include the word “shall.” However, this may not be the case for every policy under NE-8. Some of these policies, such as a. and b., could be changed to “shall.”
- Mayor Erickson expressed concern for changing policy a. to “shall” because the policy could be interpreted in many ways.
- Commissioner Wolfe agreed that interpretation and details are important. He recommended leaving the policies as written for now.
- Mayor Wheeler agreed with Commissioner Wolfe and encouraged a more cautious approach because this discussion was not included in the hours of prior deliberations. He recommended a breakout session to consider strengthening these policies at a later date.
- Councilmember Ashby explained that NE-8 is entirely new. The previous version of the CPPs did not include a climate change session. These policies deliberately included “should” because the exact definitions and implications of the policies are currently unknown. This is a starting point to build on during future discussions.
- Councilmember Deets expressed appreciation for Board members’ thoughtful comments. He explained that he would vote in opposition of moving Element E forward as written.

Because of the lack of unanimous consent, Councilmember Ashby called for a roll call vote to move Element E forward as written. Element E moved forward with 12 of the 13 voting members present voting for approval. These members were Councilmember Schneider, Councilmember Daug, Mayor Wheeler, Councilmember Ashby, Mayor Putaansuu, Mayor Erickson, Councilmember Stern, Commissioner Garrido, Commissioner Gelder, Commissioner Wolfe, Director Clauson, and Commissioner Strakeljahn. Councilmember Deets voted against moving Element E forward as written.

vii. Element F: Contiguous, Compatible, and Orderly Development

KRCC Board members shared the following comments:

- Councilmember Deets suggested, based on a comment from the Suquamish Citizens Advisory Council, amending D-6 c. and d. to replace “consider” with “shall.”
- Mayor Wheeler expressed support for Councilmember Deets’ suggestion and explained that these strategies can be implemented, are important, and have been discussed during the deliberation process.
- Commissioner Gelder asked for more information about planning directors’ discussion of this topic. He shared that the current language of “consider” was settled on because the policies are new to the CPPs. He shared that “shall” would be fairly prescriptive, though “should develop” would strengthen the policies while allowing for jurisdictional flexibility.
- Clay explained that the planning directors did not have a specific conversation about whether the terminology should be more specific. The goal in preparing these strategies was to set a baseline that could be made stricter through conversation. Betsy confirmed that LUTAC did not discuss policies D-6 c. and d.
- Commissioner Gelder shared that state legislation may drive these conversations further.





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- Councilmember Schneider asked if the KRCC Board could put these policies forward with stronger language and then pull back in the future.
- Councilmember Ashby explained that CPPs are revised before every Comprehensive Plan update. KRCC can modify the CPPs earlier; it would require the same update process, including ratification by Kitsap County and three of the four cities.
- Mayor Putaansuu explained that the CPPs are global policies. Jurisdictions can have local policies that are more restrictive. He expressed concern about being restrictive in the CPPs for policies that could have unintended consequences.
- Councilmember Ashby expressed support for using “should” rather than “shall” or “consider,” because it is stronger than “consider” but still allows flexibility.
- Commissioner Garrido shared that this element could be a good place to consider rate of growth. It could be as simple as measuring the current rate of growth and whether it is expected to be a certain rate.
- Mayor Putaansuu explained that all jurisdictions are assigned growth targets. If a jurisdiction exceeds the targets, it is expected to implement reasonable measures to slow growth. Tools and processes exist to keep jurisdictions in line with growth targets.
- Commissioner Wolfe expressed support for Mayor Putaansuu’s comment because jurisdictions will include growth metrics in any assessments.
- Commissioner Garrido shared that this satisfies her needs.

Councilmember Deets made a motion to replace “consider” with “shall” in D-6 c. and d. Mayor Wheeler seconded the motion. Because of the lack of unanimous consent, Councilmember Ashby called for a roll call vote. The motion did not pass; of the 12 voting members present, five voted to approve the motion and seven voted against it. The members who voted to approve the motion were Councilmember Deets, Councilmember Schneider, Councilmember Daus, Mayor Wheeler, and Commissioner Garrido. The members who voted against the motion were Councilmember Ashby, Mayor Putaansuu, Councilmember Stern, Commissioner Gelder, Commissioner Wolfe, Director Clauson, and Commissioner Strakeljahn.

Councilmember Ashby made a motion to replace “consider” with “should” in D-6 c. and d. Commissioner Gelder seconded the motion. The motion passed with unanimous consent.

Element F moved forward as amended with unanimous consent.

- viii. Element G: Siting of Public Facilities  
KRCC Board members did not raise comments or concerns about Element G. Element G moved forward with unanimous consent.
- ix. Element H: Transportation  
KRCC Board members did not raise comments or concerns about Element H. Element H moved forward with unanimous consent.
- x. Element I: Housing  
KRCC Board members shared the following comments:





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- Councilmember Deets suggested, in AH-6, strengthening the language of the second sentence.
- Mayor Wheeler expressed support and explained that Bremerton has moved on to “shall” for policies like this. He shared that he understands the need to be more cautious in the CPPs because it involves collaboration between KRCC and PSRC.

Councilmember Deets made a motion to, in AH-6, change “consider a range of strategies to mitigate displacement...” to “should develop a range of strategies...” Mayor Wheeler seconded the motion. The motion passed with unanimous consent.

Element I moved forward as amended with unanimous consent.

xi. Element J: Economic Development

KRCC Board members shared the following comments:

- Councilmember Deets expressed support for the Kitsap Economic Development Council’s (KEDA) comment on ED-1 c. relating to diversity beyond the Navy. KEDA suggested changing “should” to “shall.”
- Commissioner Strakeljahn explained that this is one of KEDA’s core values. He shared that the CPPs may not need to break it down separately because it is already under the umbrella of KEDA.
- Councilmember Schneider noted a grammatical error in ED-1 a.
- Councilmember Ashby explained that the draft CPPs contain a few scrivener’s errors, which will be reviewed and fixed before presenting to Kitsap County.

Councilmember Deets made a motion to change “diversification should be promoted...” to “diversification shall be promoted.” in ED-1 c. The motion did not receive a second. The motion did not move forward.

Element J moved forward with unanimous consent.

xii. Element K: Analysis of Fiscal Impact

KRCC Board members did not raise comments or concerns about Element K. Element K moved forward with unanimous consent.

xiii. Element L: Coordination with Tribal Governments

Councilmember Ashby explained that this element was vetted by the Suquamish Tribe and Port Gamble S’Klallam Tribe.

Element L moved forward with unanimous consent.

xiv. Element M: Coordination with Federal Government including Navy

Councilmember Ashby explained that this element was vetted by Naval Base Kitsap.

Element M moved forward with unanimous consent.

xv. Element N: Roles and Responsibilities



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KRCC Board members did not raise comments or concerns about Element N. Element N moved forward with unanimous consent.

xvi. Appendix

KRCC Board members shared the following comments:

- Councilmember Ashby explained that Appendix A was amended to allow CPP appendices to be reviewed and adopted with a 75% vote, rather than the full CPP update process. Once the KRCC Board approves a change to an appendix, the appendix would move to Kitsap County for ratification. This change to Appendix A would also require a minor KRCC bylaw change to add this to the list of items that require a supermajority vote.
- Commissioner Gelder explained that this Appendix A proposal was intended to streamline and simplify the process. The body of the CPPs includes element that do not need annual updates. However, some appendices have more frequent reviews and updates.
- Commissioner Gelder noted that some aspects of the appendices are placeholders that are not currently under consideration. Councilmember Ashby explained that the population and employment numbers and the list of centers will be updated in the future.

All appendices moved forward with unanimous consent.

### **G. DECISION: Adopt and Recommend Countywide Planning Policies**

Councilmember Ashby expressed appreciation for the robust discussion of each element. She reminded KRCC Board members that they have had an opportunity to thoroughly review the CPPs before moving to Kitsap County for ratification.

Clay summarized the amendments made during the earlier discussion:

- In policy R-2, add the following paragraph, which had been inadvertently removed, back in: *“Rural Communities are smaller developed areas with existing residential, commercial and/or industrial land uses where growth is not expected. They may include clear neighborhoods with limited services. Examples of such communities include, but are not limited to, Burley, Sunnyslope, Seabeck, Lake Symington, Indianola and Hansville.”*
- In policy D-6 c., change “consider developing” to “should develop.”
- In policy D-6 d., change “consider implementing” to “should implement.”
- In policy AH-6, change “consider a range” to “should develop a range.”

Councilmember Stern made a motion to approve the CPPs as amended for Kitsap County ratification. Commissioner Strakeljahn seconded the motion. The motion passed, with all 11 voting members present voting to approve. These members were Councilmember Deets, Councilmember Schneider, Mayor Wheeler, Councilmember Ashby, Mayor Putaansuu, Councilmember Daugs, Councilmember Stern, Commissioner Gelder, Commissioner Wolfe, Director Clauson, and Commissioner Strakeljahn.



Councilmember Ashby explained that the CPPs will move forward to Kitsap County for ratification. She expressed appreciation for the effort put into the CPPs by everyone involved, including Clay White, KRCC staff, jurisdictions' planning staff, and KRCC Board members.

### **H. Review next steps for Countywide Planning Policy ratification process**

Betsy shared a timeline of next steps in the CPP ratification process. Commissioner Gelder explained that KRCC is one month later than the original plan. Kitsap County may need more time in July and August to do a State Environmental Policy Act (SEPA) checklist before noticing the public hearing. Councilmember Ashby explained that the process gives cities 90 days to ratify the CPPs, though cities could do that in a more condensed time frame.

Councilmember Ashby reminded participants that the modifications in the appendices would require a KRCC bylaw change. The bylaw change could move forward to Kitsap County and the cities in September so they could ratify both at the same time.

## **6. KRCC COMMITTEE REPORTS**

### **A. Land Use Items**

The KRCC Board did not discuss this item.

### **B. Transportation Items**

The KRCC Board did not discuss this item.

## **7. PSRC BOARD AND COMMITTEE REPORTS**

### **A. PSRC Committees and Boards Report and other updates**

The KRCC Board did not discuss this item. The [July 6 KRCC Board meeting reference packet](#) includes the PSRC Committees and Boards Report (page 9).

## **8. CORRIDOR COMMITTEE REPORTS**

The KRCC Board did not discuss this item.

## **9. KRCC EMERGENT AND COUNTYWIDE ISSUES**

The KRCC Board did not discuss this item.

## **10. STAFF REPORT**

The KRCC Board did not discuss this item. The [July 6 KRCC Board meeting agenda packet](#) includes the KRCC income statement (page 161).

## **11. PUBLIC COMMENT**

No comments from the public.

## **12. KRCC BOARD QUESTIONS, CONCERNS, AND ANNOUNCEMENTS**

Councilmember Stern commended Councilmember Ashby for her role as KRCC Chair throughout the complicated CPP update process. Councilmember Ashby shared that it has been a pleasure to work with this group. She also shared that she will retire from the Port Orchard City Council and KRCC at the end of December 2021.



**13. ADJOURN**

*The meeting adjourned at 5:07 pm.*



## 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	✓
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	
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	✓
Heacock, Shane (alternate)	Port of Kingston	
McClure, Mary	Port of Kingston	✓
Forsman, Leonard	Suquamish Tribe	
Mills, Luther "Jay" (alternate)	Suquamish Tribe	

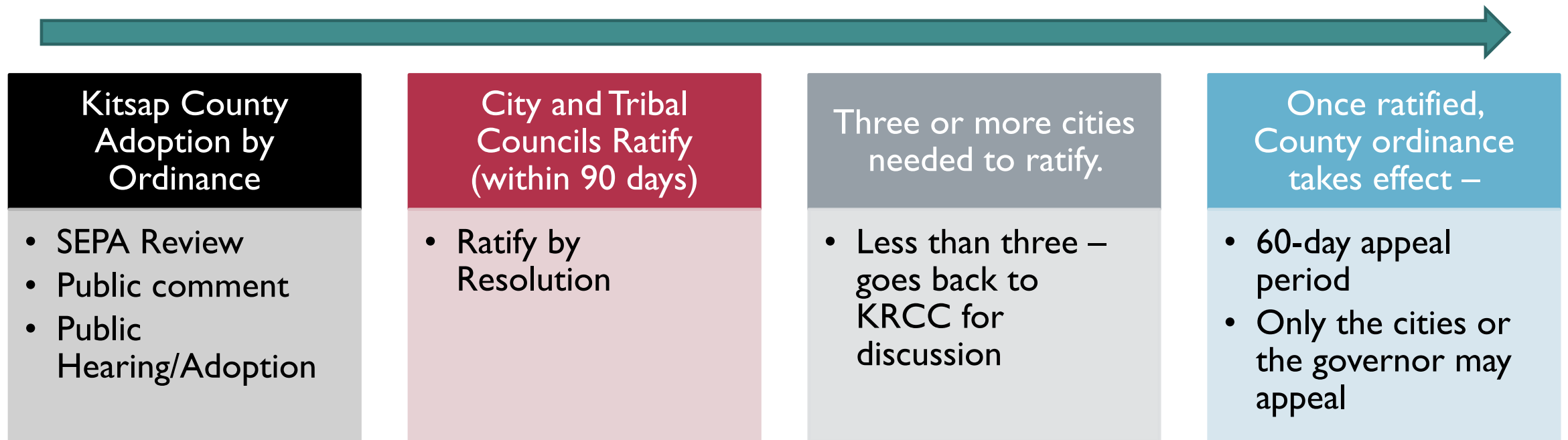


# Kitsap Regional Coordinating Council

## ATTACHMENT B – NON-MEMBER PARTICIPANTS

Name	Affiliation
<b>Non-Members</b>	
Clay White	LDC, Inc.
Heather Wright	City of Bainbridge Island
Councilmember Brenda Fantroy-Johnson	City of Bainbridge Island
Andrea Spencer	City of Bremerton
Karla Boughton	City of Poulsbo
David Forte	Kitsap County
Angie Silva	Kitsap County
Jeff Rimack	Kitsap County
Joe Rutan	Kitsap County
Allison Satter	Naval Base Kitsap
Andrea Harris-Long	Puget Sound Regional Council
Alison O’Sullivan	Suquamish Tribe
Gary Idleburg	Washington State Department of Commerce
James Clough	Kitsap County Association of Realtors
Beverly Parsons	Kitsap Environmental Coalition
Margaret Tufft	Kitsap Environmental Coalition
Lauren Gallup	Kitsap Daily News
Martha Burke	Community member
David Emmons	Community member
<b>KRCC Facilitation Team</b>	
Betsy Daniels	Interim KRCC Program Director
Mishu Pham-Whipple	KRCC Transportation Program Lead
Pauline Mogilevsky	KRCC Administrative Coordinator

# RATIFICATION PROCESS AFTER KRCC BOARD RECOMMENDATION







## Memo

To: KRCC Board  
From: KRCC Staff  
Date: September 7, 2021  
Subject: KRCC Bylaws Update

The Kitsap Regional Coordinating Council (KRCC) Board voted to recommend [updated Countywide Planning Policies \(CPPs\)](#) to Kitsap County for ratification. One of KRCC's updates to the CPPs included changes to CPP Appendix A: Kitsap CPP Ratification Process. This change would allow ratification of an appendix to the CPPs with a 75% vote of the KRCC Board to move forward to the Kitsap County commissioners for approval.

The current [KRCC bylaws](#) state the following:

9.6 Notwithstanding any other language in these bylaws, approval of the following actions will require a super-majority affirmative vote of 75% of the Executive Board:

- Approval of Countywide Planning Policies;
- Approval of the KRCC annual budget and work plan;
- Approval of transportation competition funding recommendations; and
- Approval of any other item that a majority of voting members agree must be approved by a super-majority affirmative vote of 75% of the Executive Board.

The [May 4 KRCC Board meeting packet](#) (page 34) included edits to the KRCC bylaws, drafted by the KRCC attorney, to reflect the proposed CPPs. The KRCC Executive Committee approved the following language for discussion by the KRCC Board:

9.6 Notwithstanding any other language in these bylaws, approval of the following actions will require a super-majority affirmative vote of 75% of the Executive Board:

- Approval of Countywide Planning Policies **and appendices**;
- Approval of the KRCC annual budget and work plan;
- Approval of transportation competition funding recommendations; and
- Approval of any other item that a majority of voting members agree must be approved by a super-majority affirmative vote of 75% of the Executive Board.

Section 11. AMENDMENTS: These By-laws may be amended at a meeting of the Council by a two-thirds (2/3) majority vote of those present and voting, provided that a copy of the proposed amendment has been sent to each Council representative at least thirty (30) business days prior to the meeting at which the vote to amend is scheduled. Voting must be in conformance with Section **8.5 9.6** herein.

**Kitsap Regional Coordinating Council Revenue and Expense Report for Work Completed in 2021 (DRAFT)**

**CASH BASIS**

Draft v. 8-23-21

Budget Month	12	1	2	3	4	5	6	7	8	9	10	11	12				
Calendar Month	Dec. '20	Jan. '21	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD	Budget	% Budget Year	% Budget
<b>Revenue</b>																	
Member Dues		\$ -	\$ 123,032.00	\$ 116,341.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 239,373	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		\$ 52,642.83												\$ 52,643	N/A	N/A	N/A
<b>Total Revenue</b>		<b>\$ 52,642.83</b>	<b>\$ 123,032.00</b>	<b>\$ 116,341.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 292,015.83</b>			
<b>Operating Expenses</b>																	
Triangle labor/expenses	\$ 8,497.00	\$ 22,362.88	\$ 25,409.06	\$ 18,335.45	\$ 27,424.39	\$ 23,396.40	\$ 29,076.44	\$ 13,429.40						\$ 159,434.02	\$ 192,418	58%	82.86%
Legal Services				\$ 356										\$ 356.20	\$ 2,500	58%	14.25%
RMSA Insurance		\$ 3,450.00												\$ 3,450.00	\$ 3,000	58%	115.00%
Room Rentals														\$ -	\$ 1,600	58%	0.00%
Reserves														\$ -	\$ 5,000	58%	0.00%
Miscellaneous														\$ -	\$ 23	58%	0%
<b>Total Op. Expenses</b>	<b>\$ 8,497.00</b>	<b>\$ 25,812.88</b>	<b>\$ 25,409.06</b>	<b>\$ 18,691.65</b>	<b>\$ 27,424.39</b>	<b>\$ 23,396.40</b>	<b>\$ 29,076.44</b>	<b>\$ 13,429.40</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 163,240.22</b>	<b>\$ 204,541</b>	<b>58%</b>	<b>79.81%</b>
<b>Net Income</b>														<b>\$ 128,775.61</b>			
<b>Total Reserves</b>		\$24,000															

Amendments/Modifications/Notes: