



Kitsap Regional Coordinating Council

The Kitsap Peninsula is the home of sovereign Indian nations, namely the Suquamish and Port Gamble S'Klallam Tribes.

KRCC Board Meeting Summary

Approved 6/6/2023

Date: May 2, 2023

Time: 12:30 pm – 2:30 pm

Hybrid meeting with in-person participation at Norm Dicks Government Center Chambers and remote participation via Zoom

Decisions		
The KRCC Board approved:		
<ul style="list-style-type: none"> The 2/7 KRCC Executive Board meeting summary Allowability of expense vouchers 23-1 through 23-7 Reclassifying KRCC audit reporting to a cash basis, contingent on confirming with Kitsap County accounting that County's existing financial tracking is compatible with cash basis method 		
Actions	Who?	Status
Share housing allocations presentation slides on KRCC website	KRCC staff	Complete
Ask Department of Commerce to clarify whether Medicaid nursing home beds count as Permanent Supportive Housing and the reasoning	KRCC Staff	Complete
Continue to develop agenda, topics/questions, and format for June 6 Board meeting with legislators	Exec Committee & KRCC Staff	Complete
Reach out to Legislators on the tentative list to encourage participation in June 6 meeting	Board Members	In Progress
Send legislators and legislative aides draft topics/questions and logistics information for June 6 discussion	KRCC Staff	In Progress
Continue to develop agenda, topics/questions and invite speakers for October 3 Board meeting focused on economic development	Exec Committee & KRCC Staff	In Progress

1. Welcome and Introductions

KRCC Chair/Bremerton Mayor Greg Wheeler welcomed the KRCC Executive Board to the hybrid meeting.

2. Chair's Comments

Chair Wheeler noted that this would be Commissioner Gelder's last meeting serving as a KRCC representative for Kitsap County and encouraged members to share their thanks at the end of the meeting. Commissioner Gelder is stepping down from his elected position with Kitsap County in mid-May to take on a new role as Assistant County Manager with Thurston County.

3. Presentation from Kitsap Public Utility District on Broadband Efforts

Kitsap Public Utility District (KPUD) provides Kitsap's public utilities including broadband infrastructure, water/sewer infrastructure, and water quality improvements. KPUD General Manager Angela Bennink presented an update on KPUD's plans and progress on broadband infrastructure upgrades and service coverage areas. KPUD is working to provide a high-speed fiber optic broadband

network throughout the county and is reaching to serve more rural areas of the county that are currently underserved by the network. The presentation slides are available on the [KRCC website](#) along with the other meeting materials and a [link to the videorecording](#) of the meeting.

Presenter Angela Bennink and KPUD Operations Director Dave Epperson addressed Board members questions and comments after the presentation.

Comment: Thank you for KPUD's work with Kitsap schools to address digital divide for students in remote areas during the pandemic.

Response: KPUD worked with Central Kitsap School District to determine locations with the most students without access to broadband and worked to find ways to bring broadband services to those areas.

Discussion: When the County received American Rescue Plan Act (ARPA) funding it became clear that the connectivity issue was one of the biggest factors in the digital divide. The County values the partnership with KPUD and recognizes the importance of investing in building infrastructure and creating broadband nodes while funding is available.

Question: Please elaborate on the next steps and the work KPUD is doing with the statewide Broadband Action Team.

Response: Broadband Action Teams focus on getting broadband to underserved areas. Every county in Washington has one now. The state broadband office must submit a plan to the federal government to receive federal funding. WA State Broadband Office and WSU rely on local Broadband Action Teams to build the plan for each county. These all-volunteer organizations sometimes lack resources and skills needed to create infrastructure plans and address digital inequity. KPUD provides paid staff for the Kitsap Broadband Action Team, and as a public entity can accept funds to support the broadband planning phase. Kitsap's broadband plan will be drafted by the end of May. KPUD is partnering with Goodwill and Kitsap Libraries to develop the digital equity plan.

Comment: Thank you for KPUD's funding and collaboration with Kitsap Transit to create hotspots at electric vehicle (EV) charging stations and park and ride locations.

Response: During the pandemic, park and ride locations were underused and offered a good opportunity to provide a place for people to access broadband.

4. Consent Agenda

- Approve the February 7 Board meeting summary

Commissioner Strakeljahn moved to approve the February 7 Board meeting summary. Commissioner Gelder seconded. The summary was approved as drafted without objection.

- Approve allowability of KRCC expense vouchers 23-1 through 23-7

The State Auditor's Office recommended that the full KRCC Board approve expense vouchers "for allowability" during KRCC Board meetings. The KRCC Executive Committee still has the authority to approve expenses for payment, but now the KRCC Board will have the opportunity to review these approved expenses. The State Auditor's Office suggested that the KRCC Board review the past 6 months of expenses for allowability, which were included in the Board packet.

Mayor Putaansuu moved to approve allowability of expense vouchers 23-1 through 23-7 dated 11/30/22-4/12/23. Councilmember Deets seconded. The expense vouchers were approved without objection.

5. Full Discussion/Action Items

- Review the Draft Housing Allocations

HB 1220 requires jurisdictions to allocate housing capacity across different income bands. The KRCC Board reviewed the draft housing allocations during this meeting. KRCC's Land Use Technical Advisory Committee (LUTAC) has been working to determine which methodology Kitsap should use for developing housing allocations and to draft the housing allocations numbers. LUTAC recommends using Department of Commerce's Methodology A to develop Kitsap housing targets with an additional step to adjust persons per household numbers since each jurisdiction makes different assumptions about persons per household. Methodology A assumes that each jurisdiction would get the same share of new growth in each income band. Using this pre-developed methodology would be simpler than developing a Kitsap specific methodology, especially since final guidance from Commerce is not yet available and the details of their methodologies are not transparent for adaptation. Using Methodology A may save time and money over developing a custom methodology and should help keep housing allocations development on schedule for jurisdictions' comprehensive plans. The KRCC Planning Policy Committee (PlanPOL) met in April and recommended that the KRCC Board approve these housing allocations. The KRCC Board will have the opportunity to vote on housing allocations in their June 6 Board meeting. Once approved by the Board, housing allocations can be adopted by the county and incorporated into the Kitsap Countywide Planning Policies as an appendix.

Question: Are Medicaid beds in nursing homes counted as permanent supportive housing for people at the under 30% income level? If so, the numbers of existing housing need to be adjusted.

Response: KRCC staff will follow up with the Department of Commerce to get clarity on this question. The definition of permanent supportive housing is included in the meeting packet on page 25.

Comment: A PlanPOL member shared that there has been a lot of discussion on these numbers at PlanPOL and no one seems comfortable with these numbers, but there also does not seem to be a good alternative. Since the private sector is not likely to build permanent supportive housing, without funding from federal and state partners, these numbers are aspirational.

- Discuss Legislative Roundtable at June 6 KRCC Board meeting

KRCC is exploring a new approach for its conversations with state legislators this year. In lieu of the late fall legislative receptions that KRCC has hosted in recent years, KRCC is trying a new approach where they invite legislators to join a discussion at the regularly scheduled KRCC Board meetings in June and December. Sophie gave an update on legislative RSVPs so far and encouraged Board members to reach out to their legislators who have not yet given a firm yes or no to encourage them to attend. She shared the proposed format and draft questions developed by the Executive Committee. The Chair invited Board members to respond to the draft plan. No suggestions were offered.

- Discuss Economic Development focus for October 6 Board meeting

The October 3 KRCC Board meeting will focus on economic development. Commissioner Strakeljahn who serves on the Puget Sound Regional Council (PSRC) Economic Development District Board and the KRCC Executive Committee updated the Board plans and ideas drafted so far for the format and content of the economic development session, which include asking Kitsap Economic Development Alliance (KEDA) to give a regional overview and inviting local economic development directors from local jurisdictions and other regional partners such as the Port of Bremerton and PSRC. On behalf of the Executive Committee, he also encouraged feedback and guidance from Board members about this October economic development-themed session. No suggestions were offered during the meeting.

- Review Assessment Audit results for 2020 and 2021

The State Auditor's Office (SAO) conducted an audit assessment of KRCC's finances and compliance with Open Public Meetings Act requirements for 2020 and 2021. The SAO did not find any items of major concern. They shared the advantage of reclassifying KRCC from accrual to cash-basis to simplify future audit reporting. Dating this change back to January 1, 2022 will make the 2022 audit, which is due May 31, 2023, much simpler. Some members reported that their jurisdictions have successfully made this change. Board members recommended that because the County acts as KRCC's fiscal agent, KRCC staff confirm with Kitsap County finance department and the SAO that the change to cash basis reporting is compatible with the way Kitsap County currently records its finances.

Mayor Putaansuu moved to approve the change to cash accounting basis for KRCC's annual audit reporting starting with 2022, subject to staff confirming with Kitsap County financing that this will work smoothly with existing expense tracking systems and software. Commissioner Strakeljahn seconded the motion. The motion carried without objection.

6. KRCC Committee Reports

Land Use

- LUTAC canceled May 11 meeting

LUTAC recommended canceling this meeting since collaboration is going well and housing allocations work is running smoothly and therefore this session is not needed to complete the work.

- Update on the Puget Sound Regional Council's certification of Kitsap CPPs

PSRC assesses Countywide Planning Policies (CPPs) periodically for all four member counties. PSRC has completed their assessment and recommends Kitsap's CPPs for certification. PSRC recommended several minor items for the KRCC Board to consider updating. LUTAC recommended that KRCC consider these PSRC recommendations as part of the 2024 KRCC work plan. A Board member asked a procedural question about whether these recommended edits are substantive and would trigger requirements for readoption and the entire process of ratification of the CPPs. They asked if the suggested changes would have substantive impacts on jurisdictions' comprehensive plan development. KRCC staff reported that PSRC and LUTAC indicated that none of the suggestions had bearing on comprehensive plan processes and acknowledged that these questions could be addressed as part of the work plan development process in the fall.

Transportation

- Updates on federal transportation rebalancing efforts

PSRC is in the midst of their rebalancing process, which works to strategically redistribute unspent allocated funding to projects ready to use the funding when funds are left over, or other projects need to postpone. There is no new money in this process, just reallocation of the existing funding pool. Kitsap Transit's Lincoln Road Park and Ride project, which was on the Kitsap Countywide Competition's contingency list, will receive funding for its preliminary engineering phase. Other Kitsap projects are receiving extensions and scope changes.

7. PSRC Board and Committee Reports

- Updates from the PSRC Executive Board

The PSRC Executive Board is working with projects to adjust timelines and which projects are moving forward to make effective use of the federal funding available. PSRC will be holding their annual General Assembly meeting on May 30 at the Hyatt Regency Downtown. Participation is planned for in-person participation only.

- Updates from the Growth Management Policy Board

PSRC Senior Public Engagement Specialist Noah Boggess presented about the [PSRC Summer Planning Academy](#) to engage community youth in regional planning. The program works with high school student participants from Kitsap and the three other PSRC counties. Central Kitsap Community Council Youth Forum recently engaged 10 local high school students in comprehensive planning activities.

- Updates from the Transportation Policy Board

The recent Transportation Policy Board meeting was focused on the funding reallocation process. Members reflected on the process and noted the weight it lends to a request or discussion of a problem to have the mayor or commissioner of the jurisdiction present their case rather than a staffer.

- Updates from the Economic Development District Board

EDD board is working on the Americas Tour to be held in late May. The tour will bring 70-75 ministers of economic development and economic development specialists from South America and Europe to tour the four PSRC Counties. One day of the tour will focus on Kitsap and involves visiting the Port of Bremerton and the Suquamish Tribe. Board members met with the new executive director of the Greater Seattle Partners (GSP), whose focus includes international outreach for economic development in the region. KRCC members on the PSRC EDD Board recommend inviting GSP to present at the October 3 KRCC Board meeting. The Port of Bremerton Commission has also been discussing similar topics related to seeking investment in the region from outside the region that support local economic development and growth.

8. Corridor Committee Reports

- Gorst Coalition

Near the end of the legislative session, the legislature suggested that the funding for Gorst and for the Belfair Freight Corridor be eliminated. However, both projects successfully retained funding for 2023. Congressman Kilmer has applied for \$10 million in additional funding for the Gorst Corridor. Belfair Corridor will also receive its first \$30 million later this year.

- 305 Corridor

The 305 Corridor meeting is scheduled for late May. The West Port Madison and Adas Will roundabout projects launch soon. Johnson Rd roundabout will be opening in the next few weeks. The Johnson Rd bike tunnel is part of the Sound to Olympics trail. The bike tunnel will be open for use during Poulsbo's VikingFest bike tour on May 21.

- 104 Corridor

Kitsap County took a leadership role in managing implementation of the active traffic management system (ATMS) at Lindvog Rd and 104. The project anticipates preliminary engineering in 2023 and construction in 2024.

- 303 Corridor

The Warren Ave Bridge preferred alternative feasibility study is under way. Construction funding has been pushed back. The project hopes to complete the study, update designs, and make a case to stay on its proposed timeline of funding construction in 2026 to avoid increased costs related to delaying the project.

9. KRCC Emergent and Countywide Issues

- Board members thanked Kitsap Transit for rescuing people from the ferry Walla Walla when it ran aground April 15.
- Captain John Hale has joined KRCC as the representative of Kitsap Naval Base. Captain Hale introduced himself and brought the Board's attention to the [Defense Community Infrastructure Pilot \(DCIP\) program](#), a federal grant program funding state and local government projects designed to address deficiencies in community infrastructure—transportation, schools, hospitals, police, fire, emergency response, utilities—anything that may contribute to the resilience of the base or quality of life of military families. The eligible area around Naval Base Kitsap includes most of the Kitsap Peninsula. The current application cycle is open until June 23, 2023. As of 5/2/23, no applications have yet been submitted in the Kitsap region. One project in South Kitsap has expressed interest. Reach out to Allison Satter for more information about these grants.

10. Staff Report

- KRCC Income Statement

KRCC is 25% of the way through the year and 25% of the way through the budget. Thank you to KRCC members for their prompt payment of dues. All dues for 2023 have been received and deposited. Sophie introduced new KRCC staff member Peter Walters who will be supporting administrative coordination for KRCC.

11. Public Comment

An opportunity for public comment was offered. There were no public comments.

12. KRCC Board Questions, Concerns, and Announcements

- Appreciations for Commissioner Gelder

Several members offered thanks, appreciation, and well wishes for Commissioner Gelder and his contributions to KRCC over his many years of service.

13. Adjourn

Meeting adjourned at 1:59 PM.

Appendix A – Board Members in Attendance

Jurisdiction	Board Member	In Attendance?
Bainbridge Island		
	Councilmember J. Deets (V. Chair)	present
	Councilmember L. Schneider	present
Bremerton		
	Mayor G. Wheeler (Chair)	present
	Council Member D. Frey	
	Council Member M. Goodnow	
Kitsap County		
	Commissioner R. Gelder	present
	Commissioner C. Garrido	present
	Commissioner K. Walters	present
Kitsap Transit		
	Director J. Clauson	present
Naval Base Kitsap		
	Captain J. Hale	present
	Allison Satter (alt.)	
Port Gamble S'Klallam Tribe		
	Chairman J. Sullivan	
Port of Bremerton		
	Commissioner A. Strakeljahn	present
	Commissioner G. Anderson (alt.)	
	Commissioner C. Bozeman (alt.)	
Port of Kingston		
	Commissioner M. McClure	
	Commissioner S. Heacock (alt.)	
Port Orchard		
	Mayor R. Putaansuu	present
	Council Member J. Rosapepe (alt.)	present
	Council Member Mark Trenary (alt.)	
Poulsbo		
	Mayor B. Erickson	present
	Council Member E. Stern	present
Suquamish Tribe		
	Council Chair L. Forsman	
	Council Member J. Mills (alt.)	
Other		
WSDOT	JoAnn Schueler	
WSDOT	Gaius Sanoy (alt.)	
WSF		
Dept. of Commerce		

Appendix B – Non-Board-Member Participants

Affiliation	Name
KRCC Facilitation Team	
KRCC Program Lead	Sophie Glass
KRCC Administrative Lead	Cheryl Klotz
KRCC Transportation Coordinator	Claire Wendle
KRCC Administrative Coordinator	Peter Walters
Presenters	
KPUD General Manager	Angela Bennink
KPUD Operations Director	Dave Epperson