



# Kitsap Regional Coordinating Council

## Kitsap Regional Coordinating Council (KRCC) Draft Board Meeting Summary

November 5, 2019 | 10:15 AM – 12:15 PM  
Norm Dicks Government Center, Bremerton, WA  
Version 11-11-19

Decisions		
<p>The KRCC Board approved:</p> <ul style="list-style-type: none"> <li>• 10/1/19 KRCC Board meeting summary</li> <li>• 2020 KRCC Budget, and Triangle Associates Scope of Work, with a proposed amendment to the Work Plan to include fewer Board meetings.</li> <li>• The nomination of Commissioner Ed Wolfe as incoming KRCC Chair of the KRCC Board, with Councilmember Bek Ashby as KRCC Vice Chair.</li> </ul>		
Actions	Who?	Status
Distribute Legislative Reception program to Councils.	KRCC members	Complete
Send Legislative Reception program to Legislators.	KRCC staff	Complete
Draft Revised 2020 KRCC Work Plan with reduced number of Board meetings, for review by Executive Committee.	KRCC staff	In Progress
Research options for public broadcasting of KRCC Committee meetings.	KRCC staff	Complete
Discuss a potential presentation from PSRC on amendments to VISION 2050 and next steps at the next Executive Committee meeting.	KRCC staff	In Progress

### 1. WELCOME AND INTRODUCTIONS

KRCC Chair Becky Erickson welcomed participants to the meeting and led a round of introductions (see attachment A for KRCC Board members in attendance and Attachment B for members of the public in attendance).

### 2. CHAIR’S COMMENTS

At Chair Erickson’s invitation, Commissioner Rob Gelder shared information about the possibility of using the Council Chambers, where KRCC meetings are held, as a voting center beginning in 2020. He clarified that a voting center is organized by the Auditor’s Office to increase voting accessibility, providing an opportunity for same-day voter registration on Election Day. As KRCC board meetings tend to coincide with Election Day, Commissioner Gelder recommended a conversation with the Auditor’s office regarding this potential overlap prior to publishing 2020 Board meeting dates.

### 3. CONSENT ACTION ITEMS

**Approval of the 10/1/2019 KRCC Board meeting summary.** Councilmember Ed Stern moved to approve the 10/1/19 Board meeting summary. Commissioner Gelder seconded the motion. The motion carried without opposition or abstention.

#### Review of the 10/15/2019 Executive Committee Meeting Summary

No comments or questions about the Executive Committee meeting summary were provided.



### 4. FULL DISCUSSION ITEMS

**Report out on KRCC Board Retreat.** Chair Erickson invited KRCC Board members to share comments about the annual Board Retreat, which took place on October 25, 2019 at Island Lake Community Center. Many who attended the retreat noted that it was engaging and provided a setting for participants to consider which information and concrete next steps will be needed as Kitsap County jurisdictions plan for growth. Chair Erickson pointed out that this was the beginning of a conversation about growth that will continue for the next two years.

Lynn Wall mentioned that data presented at the retreat provided decisionmakers with a macro-level view of factors that will affect infrastructure and transportation networks. Councilmember Stern noted the retreat activity clarified which jurisdictions are more open to growth, and it highlighted the challenge of designating population and job growth to Kingston, an unincorporated, High Capacity Transit community. Commissioner Ed Wolfe and Councilmember Leslie Daug's expressed appreciation for input from Captain Rhinehart and Lynn Wall, KRCC's Navy partners, who participated in the event.

Attendees also described areas in which the retreat showed room for improvement. Commissioner Gelder commented that the data presented would have been more informative if data for UGAs were distinguished within unincorporated Kitsap County. Commissioner Wolfe agreed that more detailed data would have been useful. Mayor Kol Medina noted that the event could have benefited from a better venue and more guidance from facilitators.

**Update on KRCC Legislative Reception Event Program.** Mishu Pham-Whipple, KRCC Transportation Coordination Lead, provided an overview of the proposed Legislative Reception event program. The Reception, taking place on November 14<sup>th</sup> at the Silverdale Beach Hotel, is scheduled to begin at 5:45pm. The reception will be preceded by a 5:00pm KRCC, Association of Washington Cities (AWC), and Washington State Association of Counties (WSAC) Orientation for current and newly elected officials. Carl Schroeder with AWC and Jane Wall with WSAC will be guest speakers, The Reception will feature a panel discussion with several state legislators and aides moderated by Chair Erickson. The audience will be provided with index cards to propose questions to legislators, and Chair Erickson will select questions to direct to panelists. Mishu informed the Board that the event program, including details about the cost of attending, will be sent to clerks for distribution to Councils. Chair Erickson noted that several Councilmembers from Kitsap Cities are expected to attend.

#### **Review KRCC Member Dues.**

Councilmember Stern inquired as to the effect of new KRCC members, the Port of Kingston and City of Bremerton, on revenue. Betsy Daniels, KRCC Program Director, clarified that all KRCC member dues were reduced as a result of both new members and fewer Board meetings in 2019, compared to 2018. Betsy confirmed that KRCC's reserves stand at approximately \$25,000, according to Triangle's recorders. However, the exact reserves amount will need to be reconciled with Kitsap County, KRCC's fiscal sponsor. Councilmember Ashby further clarified that KRCC's policy aims to maintain a 10% reserve ratio.

**Approve 2020 KRCC Budget, Work Plan, and Triangle Associates Scope of Work.** Chair Erickson opened up the floor to a discussion about the proposed 2020 KRCC Budget and Work Plan. The Chair asked for feedback on a proposal to reduce the number of Board meetings in 2020, citing KRCC's active committee structure. Board members provided the following comments in response to reducing the number of Board meetings:



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- Commissioner Wolfe shared that one of his priorities as incoming Chair is to reduce meetings to a quarterly basis but that he would be open to whichever number of meetings increases efficiency.
- Councilmember Jay Mills spoke in favor of quarterly meetings, as it would make participation more feasible for Chairman Forsman of the Suquamish Tribe.
- Lynn Wall pointed out that 2020 being a transportation funding year may necessitate more than four meetings, due to the required decision-making timeline. Councilmember Ashby suggested strategically spacing four meetings to meet the transportation funding timeline.
- Councilmember Ashby also pointed out that KRCC Board meetings present a forum that engages Councilmembers and therefore emphasized the importance of ensuring committees maintain Councilmember engagement if the number of Board meetings are reduced.
- Commissioner Axel Strakeljahn proposed a reduction to six meetings, rather than four, for a smoother transition within the organization to less meetings.
- Mary McClure, Port of Kingston, agreed with a reduction to six meetings, rather than four, cautioning a high level of engagement required around Countywide Planning Policies (CPP) amendments and transportation funding in 2020. She recommended that there not be long gaps between meetings in order to maintain consistent communication. Mayor Medina recommended that KRCC staff draft a revised 2020 Work Plan with a reduced number of meetings, to be discussed by the Executive Committee at their next meeting.
- Commissioner Gelder clarified that any excess revenue from less meetings would be placed in KRCC reserves.
- Chair Erickson requested a motion to approve the existing budget, with an amended work plan reflecting a reduced number of meetings. Mayor Putaansu motioned to approve the existing budget. Commissioner Wolfe seconded the motion. The motion carried without opposition or abstention.

**Nominate 2020 KRCC Chair and Vice-Chair.** Mayor Putaansu motioned to nominate Commissioner Ed Wolfe as the incoming KRCC Chair, with Councilmember Ashby as Vice-Chair. Commissioner Gelder seconded the motion. The motion carried without opposition or abstention. Councilmember Ashby was invited to comment on her nomination, and she indicated that she would be happy to serve as Vice-Chair.

**Review Annual Transportation Project Status Report.** Mishu Pham-Whipple reported that Kitsap projects funded through PSRC's 2018-2020 and 2021-2022 Regional and Kitsap Countywide Competitions are on track to obligate funds and therefore contingency funds being available from projects unable to obligate funds is unlikely. Mishu noted that Kitsap County consolidated funds from two projects funding in the 2021-2022 cycle to the Ridgetop Boulevard project. In addition, some of Kitsap Transit's projects are at risk to be delayed or cancelled if I-976 is implemented.

### 5. KRCC COMMITTEE REPORTS

**Land Use Items.** At the October 15<sup>th</sup> PlanPOL meeting, the Committee discussed the 2020 KRCC Land Use Work Plan and the next steps to updating CPPs. Betsy pointed out that a focus of PlanPOL in 2020 would be ensuring the Board has details about CPP updates needed to communicate to Councils and facilitate the Council ratification and public comment process. The next PlanPOL meeting is on December 17. At the November 14<sup>th</sup> meeting, LUTAC will discuss CPP Centers for Growth, debrief the Board Retreat, and prepare for the next PlanPOL meeting. Chair Erickson



inquired about the process of drafting CPP updates, and Lynn Wall clarified that LUTAC has discussed CPP edits collectively and delegated drafting of language to various Planning Directors, which is then organized by Kizz Prusia, KRCC Land Use Coordination Lead.

**Transportation Items.** At the October 17<sup>th</sup> PlanPOL meeting, the Committee reviewed the draft Transportation Project Status Report, discussed the PSRC Project Selection Task Force, and reviewed their 2018 debrief of the last Regional Transportation Competition. The October 10<sup>th</sup> Transportation Technical Advisory Committee (TransTAC) meeting included an agreement to advocate to postpone a decision regarding the proposal made at PSRC Regional Project Evaluation Committee (RPEC) to award all Congestion Mitigation and Air Quality (CMAQ) funds through the Regional Competition and all STP funds through the Countywide Competition. The next TransTAC meeting is on December 12.

## 6. PSRC BOARD AND COMMITTEE REPORTS

**Executive Board.** Commissioner Charlotte Garrido reported that the Board is continuing to examine the Regional Aviation Baseline Study, which aims to inventory aviation activity and needs in the growing region. Commissioner Strakeljahn added that a committee has been put together to hold a similar discussion around freight transportation.

**Growth Management Policy Board (GMPB).** Mayor Putaansuu shared that his alternate on the GMPB, Councilmember Peltier of Bainbridge Island, submitted comments for consideration to the Board regarding items such as sewer plants and the role of PSRC, that seemed regulatory in nature. Commissioner Wolfe noted that Pierce and Snohomish County will be presenting their proposals for amendments to VISION 2050, which the Kitsap delegation will likely be in support of. Chair Erickson recommended having a presentation from PSRC to provide an overview of the amendments and next steps for VISION 2050.

**Transportation Policy Board.** Chair Erickson and Councilmember Ashby shared that the Transportation Policy Board is continuing to work through the Project Selection Task Force on the Policy Framework for the upcoming Regional Transportation Competition. The Task Force has not recommended any significant changes to the Framework to date. The Kitsap Set Aside has been maintained.

**Economic Development District Board (EDD).** Commissioner Strakeljahn reported that Tom Florino, Senior Manager of Economic Development at Amazon was selected as the EDD Board's incoming chair. This marks the first time someone from the private sector is Chair of this Board in the last several years.

### Additional Updates

Operations Committee. Commissioner Gelder asked Mark Gulbranson, PSRC, for an update on the compensation review of PSRC employees being undertaken at PSRC. Mr. Gulbranson shared that a compensation study of employees at PSRC is conducted every 3 years and reported to the Operations Committee. The study is conducted to ensure that PSRC staff are compensated at competitive rates in order to promote staff retention. The report recently provided to the Operations Committee found that PSRC compensation has fallen behind in several positions. The report included a variety of data from other Metropolitan Planning Organizations (MPOs) across the country and recommended compensation changes. It is within the duty of PSRC's Executive Director to implement any recommendations. Mr. Gulbranson clarified that the PSRC Executive Board authorized a set aside of up to \$100,000 to conduct the study.

Peninsula Regional Transportation Planning Organization (Peninsula RTPO). Councilmember Ashby shared that the Kitsap Transit has become the Peninsula RTPO's main planning agency. The RTPO



will be doing some organizational development and strategic planning on expectations for regional planning from this planning organization. Elected members and staff are invited to participate.

Puget Sound Clean Air Agency (PSCAA). Mayor Wheeler, who sits on the PSCAA Board, shared that PSCAA is moving ahead with the proposed Clean Fuel Standard. The PSCAA Board heard 10 hours of public testimony on the topic of a Clean Fuel Standard after studies were released that show increased fuel standards would not affect consumers purchasing fuel. Mayor Wheeler noted he remains open to more input and data on the topic and that he is personally, generally supportive of the standard but does not know where the City of Bremerton stands on this topic yet. Director John Clauson confirmed that Kitsap Transit is tracking the topic of a Clean Fuel Standard. Mayor Wheeler clarified that the impetus of the Clean Fuel Standard starts at the State Governor's office and supported by several agencies interested in reducing carbon emissions, including the PSCAA. Chair Erickson added that the PSCAA has the regulatory authority to enforce such a Clean Fuel Standard. Mayor Medina shared that he hopes that all KRCC members support a Clean Fuel Standard.

### 7. CORRIDOR COMMITTEE REPORTS

**SR16.** SR 16 Committee is not actively meeting.

**SR 305.** The Committee's next meeting will take place on November 6<sup>th</sup>. The Committee is going out to bid on the first piece of the corridor project which is a roundabout.

**SR 104.** The committee's next meeting will be held on December 11<sup>th</sup>.

**SR 303.** Councilmember Daus and Mayor Wheeler reported that the Committee recently held its third meeting, focused on right of way acquisition and the use of roundabouts. Councilmember Stern invited JoAnn Schueler with WSDOT to speak on the Committee's work. Mrs. Schueler emphasized the importance of moving from the planning to the design phase.

### 8. KRCC MEMBER ROUND ROBIN

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

- **Bainbridge Island:** Mayor Medina shared that the City's moratorium will be eliminated by early April 2020. Inclusionary zoning and green building codes are upcoming policy items of interest for the Council.
- **Bremerton:** Mayor Wheeler reported that a major employer will arrive in the Bremerton toward the end of the year. The name of the employer cannot be disclosed at this time due to a real estate deal that is still in progress. The City has applied for a state grant to support infill development, including ADUs, smaller lot sizes, reducing setbacks, and eliminating parking requirements. The City has also acquired funding to double its rental assistance program. Councilmember Daus shared recent statistics on homelessness in the city and the importance of considerations for homeless populations as temperatures fall.
- **Kitsap County:** Commissioner Wolfe shared that the County's League of Women Voters will meet on December 7<sup>th</sup> to discuss PSRC Vision 2050. Commissioner Garrido added that the League's Homelessness Taskforce gained insight from a recent presentation about the effects of diet on mental and physical health. Commissioner Gelder commented on his recent efforts to meet with legislators and identify priorities for the upcoming legislative session.
- **Kitsap Transit:** Executive Director John Clauson reported that Kitsap Transit recently briefed community members about the implementation of the Southworth Kitsap Fast Ferry in downtown Seattle, and that the East Bremerton transit center would host its grand opening



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on November 25<sup>th</sup>. Director Clauson added that he is the President of the Washington State Transit Association.

- **Naval Base Kitsap (NBK):** Lynn Wall reported that the NBK is working with local jurisdictions on the shipyard authorization plan, in addition to advocating for projects that support their transportation needs.
- **Port of Bremerton:** Commissioner Strakeljahn shared that the Port is preparing for a November 19<sup>th</sup> community meeting to honor the outgoing Commissioner Stokes. He added that the industrial center has been growing as a venue and recently hosted a training for first responders.
- **Port Orchard:** Mayor Putaansu reported on recent outcomes in the City's public facilities district, including an award for a \$20 million community center. He also provided progress updates on Downtown Port Orchard's master plan.
- **Poulsbo:** Councilmember Stern reported that five of seven seats are open in the current Council race, with growth management rising to the top as a priority for many voters. Mayor Erickson shared information about the City's efforts around housing affordability, including a \$250,000 grant from the Department of Commerce for an affordable housing project as well as plans to allocate HB 1406 funding for existing levels of service. The City is going to bid for its trademark roundabout.
- **Suquamish Tribe:** Councilmember Mills reported that Port Madison Construction Corp. was recently awarded a multimillion-dollar contract for Navy projects. Legacy Park is also being constructed east of the museum. The Tribe is also working on a new housing project which is planning at least 50 homes by 2022 for families in dire need. Additionally, Chairman Forsman will be attending the upcoming 30<sup>th</sup> Annual Centennial Accord, along with fellow Washington State Tribal Chairs and Councilmembers and Governor Jay Inslee.

### 9. STAFF REPORT

**KRCC Income Statement.** KRCC has expended 61% of budget at 67% of budget year.

### 10. PUBLIC COMMENTS

Roger Gay, South Kitsap Resident, shared that on Dec. 7<sup>th</sup> at 3pm, a Shop with a Cop event will have uniformed officers accompany 120 kids coming from central Kitsap and Suquamish and Port Gamble S'Klallam Tribes on a charity shopping trip. He also reminded the Board that the public view the discussion of recorded Board meetings while that is not currently the case for other Committee meetings. He encouraged the Board to consider making the committee meetings more transparent, especially if the number of Board meetings is being reduced. On the topic of affordable housing, he reiterated his question about the number of housing units built in Kitsap County in the last five years and of those, how many have been affordable.

Mayor Medina responded to Mr. Gay's comment about the public nature of meetings and proposed exploring some means of recording the Policy Committee meetings on a web cam and posting them. Chair Erickson agreed that the Executive Committee can explore technology options for the Kitsap Transit conference room.

### 11. KRCC BOARD QUESTIONS, CONCERNS AND ANNOUNCEMENTS

Councilmember Stern inquired about a list of KRCC legislative priorities to present to the legislators attending the Legislative Reception. Chair Erickson noted that KRCC has not formally developed its own legislative agenda in recent years. Mayor Putaansuu pointed out that in recent years, each jurisdiction shared their individual legislative agendas. Commissioner McClure shared that the KRCC



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Board at one time developed a legislative agenda but that it was developed over the course of several meetings.

Commissioner Gelder shared that the County and City of Bremerton are undergoing a housing inventory that will describe the amount of housing in our communities. He added that the County, in addition to the City of Port Orchard and Bremerton are studying and planning for resiliency as the sea level rise threatens critical infrastructure and areas within Kitsap.

Councilmember Stern also noted that new Poulsbo City Council members are expected as a result of the council election races. A workshop for newly elected officials will be held on Dec. 7<sup>th</sup> by Association of Washington Cities (AWC) in Gig Harbor, which will be tied into Olympia via live video. PSRC will also be holding a newly elected workshop on January 30<sup>th</sup> 9am- noon.

### **12. ADJOURN**

*The meeting adjourned at 12:05PM.*



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### ATTACHMENT A – BOARD MEMBERS IN ATTENDANCE

Board Member	Jurisdiction	In Attendance?
Ashby, Bek	City of Port Orchard	✓
Clauson, John	Kitsap Transit	✓
Daug, Leslie	City of Bremerton	✓
Erickson, Becky	City of Poulsbo	✓
Forsman, Leonard	Suquamish Tribe	
Garrido, Charlotte	Kitsap County	✓
Gelder, Robert	Kitsap County	✓
Goodnow, Michael	City of Bremerton	✓
Medina, Kol	Bainbridge Island	✓
Mills, Luther “Jay”	Suquamish Tribe	✓
Nystul, Gary	City of Poulsbo	
Placentia, Chris	Port Gamble S’Klallam Tribe	
Purser, Rob	Suquamish Tribe	
Putansuu, Rob	City of Port Orchard	✓
Rhinehart, Richard	Naval Base Kitsap	
Rosapepe, Jay	City of Port Orchard	
Stern, Ed	City of Poulsbo	✓
Stokes, Larry	Port of Bremerton	
Strakeljahn, Axel	Port of Bremerton	✓
Sullivan, Jeromy	Port Gamble S’Klallam Tribe	
Tirman, Matthew	City of Bainbridge Island	
Wall, Lynn	Naval Base Kitsap	✓
Wheeler, Greg	City of Bremerton	✓
Wolfe, Ed	Kitsap County	✓





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### ATTACHMENT B – NON-MEMBER PARTICIPANTS

Name	Affiliation
<b>Non-Members</b>	
Roger Gay	South Kitsap Taxpayer
Mark Gulbranson	Puget Sound Regional Council
Mary McClure	Port of Kingston
JoAnn Schueler	WSDOT
<b>KRCC Facilitation Team</b>	
Betsy Daniels	KRCC Program Director
Mishu Pham-Whipple	KRCC Transportation Coordination Lead
Rosa Ammon-Ciaglo	KRCC Admin Support