



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC)

Draft Board Meeting Summary

October 1, 2019 | 10:15 AM – 12:15 PM

Norm Dicks Government Center, Bremerton, WA

Version 10-22-19

Decisions		
The KRCC Board approved:		
<ul style="list-style-type: none"> 9/4/19 KRCC Board meeting summary Amendments to the KRCC Policies and Procedures Manual The Port of Kingston application to KRCC 		
Actions	Who?	Status
Revise the attendance of the 9/4/19 KRCC Board meeting summary and upload it to the KRCC website.	KRCC staff	Complete
Distribute an RSVP/lunch order form for the KRCC Board retreat.	KRCC staff	Complete
Update the draft 2020 KRCC Work Plan.	KRCC staff	Complete
Coordinate with PSRC to have the Regional Intelligent Transportation System Inventory presentation at a future Board meeting.	KRCC staff	Ongoing

1. WELCOME AND INTRODUCTIONS

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

2. CHAIR’S COMMENTS

Chair Becky Erickson reminded the board that PlanPOL Committee meetings will now take place every third Tuesday of each month, instead of Thursdays. The next PlanPOL meeting is on Tuesday, October 15th.

3. CONSENT ACTION ITEMS

Approval of the 9/4/2019 KRCC Board meeting summary. Councilmember Daugs made an amendment to the attendance list on the summary, citing that herself and Mayor Wheeler were in attendance. Commissioner Gelder moved to approve the 9/4/19 Board meeting summary pending the amendments. Commissioner Strakeljahn seconded the motion. The motion carried without opposition or abstention.

4. FULL DISCUSSION ITEMS

Update on KRCC Board Retreat Approach and Agenda. KRCC Staff will implement an RSVP process for the Board Retreat, as additional attendees have been invited to observe. KRCC Board members affirmed that the retreat is a public meeting that everyone is welcome to observe and that the discussions and activities will be limited to Board members. The two-part format will consist of a presentation to provide an overview of growth trends and impacts, followed by a series of facilitation discussions and activities. KRCC Board members recommended that Board members use their discretion to invite their Councils and other interested parties. Berk Consulting will facilitate the meeting and provide maps with data overlaid. KRCC staff will continue to support the planning and staffing of the retreat. Breakfast and lunch will be available for purchase. Payment details will be



included in the RSVP form distributed prior the retreat. The final agenda and materials will also be distributed in advance.

Update on KRCC Legislative Reception Legislator RSVP. Legislators who have confirmed their attendance include Senator Christine Rolfes, Senator Emily Randall, Representative Jesse Young, Representative Dan Griffey, Representative Drew MacEwen, and Katy Crabtree on behalf of US Rep. Derek Kilmer. KRCC staff will continue to follow up with legislators to confirm their attendance. The KRCC/PSRC Orientation for newly elected officials will run from 5:00 p.m.-5:45 p.m., which will be followed by the reception.

Approve Edits to Policies and Procedures Manual. Commissioner Gelder recommended the membership criteria language of Section 1.3. clarify that for ports to be eligible to apply to KRCC as a member agency, the criteria must be met, but that not meeting the criteria does not preclude participation as a non-voting participant. Commissioner Gelder moved to approve the edits to the Policies and Procedures Manual pending the clarification around membership criteria. Mayor Putaansuu seconded the motion. The motion carried without opposition or abstention.

Approve Port of Kingston Application to KRCC. The Board acknowledged the Port of Kingston's status as a High Capacity Transit (HCT) Community and eligibility for federal transportation funding. Commissioner Gelder moved to approve the Port of Kingston's application to KRCC. Mayor Putaansuu seconded the motion. The motion carried without opposition or abstention.

Review Draft 2020 KRCC Budget, Work Plan, and Triangle Associates Scope of Work.

KRCC Staff: As discussed with the KRCC Executive Committee, KRCC staffing will shift in 2020 to have Sophie Glass move into Betsy Daniel's current role. Kizz Prusia will remain as the Land Use Coordination Lead and Mishu Pham-Whipple will shift to primarily focus on being the Transportation Lead. Rosa Ammon-Ciaglo, the newest member to KRCC staff will move into Mishu's current Coordination Lead role. Betsy will oversee contract maintenance and continue her involvement with KRCC.

Work Plan: The Board recommended removing the work plan item involving TranSTAC Ad-Hoc committees.

Budget: The draft 2020 budget of \$211,600 is approximately \$15,000 less than the 2019 budget, largely due to the proposed staffing shift. WSA payments were also removed from the budget since they were not utilized last year. KRCC has grown a health reserve of approximately \$20,000.

5. KRCC COMMITTEE REPORTS

Affordable Housing Task Force Items. The Affordable Housing Task Force (AHTF) recommended to the Board that the affordable housing issues be addressed as a standing agenda item at PlanPOL meetings starting in 2020. Over the five ad-hoc AHTF meetings, the Task Force has held in-depth study sessions and expert briefings to help decision-makers understand resources, programs, and challenges, in this policy area. The KRCC Board has also acted on the AHTF's recommendation to pass a resolution to work with their respective legislative bodies to implement HB 1406 in their jurisdictions.

Land Use Items. The next Land Use Planning Policy Committee (PlanPOL) meeting is on October 15. At that meeting, per LUTAC's recommendation, KRCC staff will present an update on LUTAC work and accomplishments in 2019, including CPP updates, work on PSRC VISION 2050, and committee



Kitsap Regional Coordinating Council

membership changes. The next Land Use Technical Advisory Committee (LUTAC) meeting is on November 14.

Transportation Items. The next Transportation Policy Committee (TransPOL) meeting is on October 17. TransPOL will hear updates on the Project Selection Task Force, review the Annual Transportation Project Status Report, and have a preliminary discussion on Regional Projects in 2020. The next Transportation Technical Advisory Committee (TransTAC) meeting is on December 12.

6. PSRC BOARD AND COMMITTEE REPORTS

Executive Board. Chair Erickson reported that Kitsap projects from Kitsap County and the City of Poulsbo were awarded funding through the Rural Town Centers and Corridors (RTCC) competition.

Growth Management Policy Board. Commissioner Wolfe and Mayor Wheeler reported that they were content with the direction of the VISION 2050 discussions at the upcoming GMPB meeting.

Transportation Policy Board. Commissioner Gelder shared that the Board moved the recommendations on the RTCC projects to the Executive Board and received presentations on the State Route 16 interchange and the Regional Intelligent Transportation System Inventory. Chair Erickson recommended having the Regional Intelligent Transportation System Inventory presentation at a future Board meeting.

Economic Development District Board. Councilmember Stern reported that for the first time in approximately 10 years, the President of the Economic Development District Board will be someone from the private sector. Tom Florino with Amazon will supersede Councilmember Terry Ryan.

7. CORRIDOR COMMITTEE REPORTS

SR16. This corridor committee has not met recently.

SR 305. Commissioner Gelder shared that the committee discussed how to manage stormwater. There was consensus around the two priority intersections to address. The committee has deferred a decision to the November meeting while coordination with property owners occur in the meantime. The committee will need to discuss how to address the funding gap necessary to fund the improvements.

SR 104. Commissioner Gelder noted that the Port of Kingston is leading the feasibility study for the ferry holding lot. The committee will consider the alternatives over the coming weeks. WSDOT will not be matching funding for the right of way acquisition.

SR 303. Mayor Wheeler shared that the committee intends to improve the efficiency of the corridor in preparation for a potential increase in Naval Base activity. Councilmember Daus shared that the committee held their second stakeholders meeting and is collecting feedback from the public on their interests regarding the corridor.

8. KRCC MEMBER ROUND ROBIN

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

- Mayor Medina shared that the City of Bainbridge Island approved new design standards for development on the island, as well as a new subdivision code. The City Council is also working on regulations around Accessory Dwelling Units (ADUs) and inclusionary zoning.



Kitsap Regional Coordinating Council

- Mayor Wheeler shared that the City of Bremerton has applied for a grant to analyze the potential for ADUs and other opportunities to increase density. The lowest barrier shelter in Bremerton is at risk of closing. The City is working with the shelter and partners to find funding sources. Councilmember Daugs shared that the City of Bremerton will be doing maintenance work on SR 304, which may cause some congestion.
- Commissioner Wolfe shared that Jeff Rimack is now in his full-time role as the Director of the Department of Community Development. Commissioner Gelder shared that Kitsap County adopted HB 1406. Commissioner Garrido shared that Homes for All recently held a work party and that the County is also celebrating an award for good practices for the Manchester Water Treatment Plant.
- Director John Clauson shared that Kitsap Transit has several planning activities underway including a Park and Ride analysis on SR 16, the development of a new transit center in Silverdale, an expansion of the electric bus fleet and associated charging infrastructure, and future maintenance facilities in Bremerton.
- Lynn Wall shared that Naval Base Kitsap is working with legislators and local jurisdictions around transportation projects. The Unmanned Aircraft Systems (UAS) ordinance which was developed in collaboration with Kitsap County has gone into effect.
- Chris Placentia shared that the Port Gamble S’Klallam Tribe faces the same issues as the other jurisdictions, just on a smaller scale.
- Commissioner Strakeljahn shared that an article was released on the Port of Bremerton’s remodel of their airport diner, which will also include meeting spaces for community use. The Port is also planning a presentation for the community in November.
- Mayor Putaansuu shared that Tremont is now open to vehicle traffic and that the Port of Orchard is on a biennial budget and therefore not reviewing a budget this year.
- Councilmember Stern shared that the City of Poulsbo is revisiting the plastic bag ban. Mayor Erickson shared that duplexes in Poulsbo for transitional housing to support victims of domestic violence are being built and anticipated to be completed this spring. The operation will be owned and managed by YWCA. Additionally, the Poulsbo Meadows subdivision next to the YWCA has a park in the middle of affordable housing complex.

9. STAFF REPORT

KRCC Income Statement. KRCC has expended 53% of budget at 58% of budget year.

10. PUBLIC COMMENTS

Roger Gay, South Kitsap resident, encouraged the Board to consider having the contractor evaluation results reported in writing, rather than verbally, for transparency.

11. KRCC BOARD QUESTIONS, CONCERNS AND ANNOUNCEMENTS

No comments.

12. ADJOURN

The meeting adjourned at 12:00PM



Kitsap Regional Coordinating Council

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	✓



Kitsap Regional Coordinating Council

ATTACHMENT B – NON-MEMBER PARTICIPANTS

Name	Affiliation
Non-Members	
Roger Gay	South Kitsap Taxpayer
Mark Gulbranson	Puget Sound Regional Council
Mary McClure	Port of Kingston
WSDOT	WSDOT
KRCC Facilitation Team	
Betsy Daniels	KRCC Program Director
Kizz Prusia	KRCC Land Use Coordination Lead
Rosa Ammon-Ciaglo	KRCC Admin Support