



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC) Draft Board Meeting Summary

February 4, 2020 | 10:15 AM – 12:15 PM
Norm Dicks Government Center, Bremerton, WA
Version 2-12-20

| Decisions | | |
|--|--------------------------|-------------|
| The KRCC Board approved: | | |
| <ul style="list-style-type: none"> • 11/5/2019 KRCC Board Meeting Summary • 2019 KRCC Board Retreat Summary • 2020 updates to the KRCC Interlocal Agreement (ILA) and Bylaw amendments • 2020 Countywide Competition Call for Projects | | |
| Actions | Who? | Status |
| Update 2020 KRCC Board and Committees roster. | KRCC staff | Complete |
| Update Puget Sound Regional Council (PSRC) rosters. | KRCC staff | In Progress |
| Post approved 11/5/2020 Board Meeting summary with corrections. | KRCC staff | Complete |
| Post approved 2019 KRCC Board retreat summary | KRCC staff | Complete |
| Discuss potential structure for working group to address transportation concerns, per the suggestion of Naval Base Kitsap. | KRCC Executive Committee | In Progress |

1. WELCOME AND INTRODUCTIONS

KRCC Chair Ed Wolfe 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

Chair Wolfe welcomed the Port of Kingston, represented by Commissioner McClure, to the KRCC Board. The Chair reminded the Board that invoices for KRCC 2020 member dues have been distributed, thanking jurisdictions who have submitted payments to date. Chair Wolfe provided an overview of the 2020 KRCC Reference Manual. The Manual contains key background documents relevant to the KRCC framework and policies and is available on the KRCC website ([link](#)). The Chair also brought Board members’ attention to the 2020 members of the KRCC Executive Committee, which include Councilmember Ashby, Mayor Erickson, Councilmember Medina, Commissioner Strakeljahn, and Mayor Wheeler.

Chair Wolfe informed the Board that KRCC will be undergoing a Washington State audit in 2020. The Board was informed that the process would include a basic audit of financial information, public records, and policies and procedures, and that Chair Wolfe had signed an authorization letter to have Kitsap County release KRCC financial information to the State Auditor’s Office. Councilmember Ashby (KRCC Vice-Chair) pointed out that while KRCC will incur an unscheduled expense of \$7,101 for the audit, the amount will be covered by a portion of KRCC’s 2019 budget surplus. Mayor Erickson noted that as KRCC is an entity with a smaller budget (less than \$300,000), future audits will be limited to a “desk audit,” which means no site visit and an overall reduced cost.



3. CONSENT/ACTION ITEMS

Approval of the 11/5/2019 KRCC Board meeting summary. Director Clauson, Kitsap Transit, noted a correction to the summary that he is the President of the Washington State Transit Association, rather than applying for the presidency. Mayor Erickson moved to approve the 11/5/19 Board meeting summary. Commissioner Garrido seconded the motion. The motion carried without opposition or abstention.

Approval of the 2019 KRCC Board Retreat Summary. Councilmember Ashby moved to approve the 2019 KRCC Board Retreat Summary. Mayor Erickson seconded the motion. The motion carried without opposition or abstention.

Review of the proposed 2020 KRCC Meeting Schedule. Councilmember Ashby noted that the meeting schedule reflected minor revisions to TransPOL meeting dates in order to facilitate KRCC Board reviews and approvals regarding the 2020 transportation funding cycle.

Review of the 11/19/2019 Executive Committee Meeting Summary.
No comments or questions about the Executive Committee meeting summary were provided.

Review of the 12/17/2019 Executive Committee Meeting Summary.
No comments or questions about the Executive Committee meeting summary were provided.

Review of the 1/21/2020 Executive Committee Meeting Summary.
No comments or questions about the Executive Committee meeting summary were provided.

4. FULL DISCUSSION ITEMS

Review and affirmation of the draft 2020 KRCC Board and Committees Roster. KRCC Members provided corrections to the KRCC Board and Committees roster. KRCC staff will update and publish the 2020 Roster to the KRCC website.

Review and affirmation of the draft 2020 Kitsap representation on PSRC Board and Committees. KRCC Board members provided corrections to Kitsap representation on PSRC Boards and Committees. Councilmember Ashby clarified that the City of Port Orchard's principal city designation is exclusive to the PSRC Executive Board. Port Orchard is included in the "Other Cities" group on the remainder of boards. Mayor Erickson pointed out that as she is the primary representative of "Other Cities" on the PSRC Executive Board, an alternate representing the City of Bainbridge Island is needed. Councilmember Medina will work with Bainbridge City Council to designate an alternate.

Review of Annual Annexation Report.
No comments or questions about the Annual Annexation Report were provided.

Approval of updated KRCC Interlocal Agreement (ILA) and Bylaw amendments. KRCC Program Director, Sophie Glass, provided an overview of the 2020 proposed amendments to the ILA, being 1) the addition of Port of Kingston as a KRCC member and 2) removing information about specific members in the Bylaws in order to eliminate the need to update Bylaws at each instance of a membership change.

Mayor Putaansuu moved to approve the updated KRCC ILA and Bylaw amendments. Mayor Erickson seconded the motion. The motion carried without opposition or abstention. Sophie Glass noted that copies of the updated ILA will be distributed to KRCC jurisdictions for ratification.



5. KRCC COMMITTEE REPORTS

Land Use Items. The February 18 PlanPOL Meeting was cancelled. The next PlanPOL meeting will take place on April 21. PlanPOL's next order of business includes reviewing technical memos regarding Countywide Planning Policies (CPP) Centers for Growth, which are currently in the process of being drafted by the Land Use Technical Advisory Committee (LUTAC). At the March 12 meeting, LUTAC will continue collaborating on technical memos and other CPP updates.

Transportation Items. The Board reviewed the updated draft 2020 Transportation Competition Calendar. At its January 9 meeting, the Transportation Technical Advisory Committee (TransTAC) proposed minor revisions to the 2020 Countywide Competition Call for Projects. For the Countywide Competition, the KRCC Board will review Countywide Projects at its April 7 meeting, followed by KRCC Board approval of projects on June 2. Countywide project recommendations are due to PSRC on June 23. PSRC Executive Board will vote on July 23.

Discussion and Approval of 2020 Countywide Call for Projects

Chair Wolfe opened the floor for discussion of the 2020 Countywide Competition Call for Projects prior to calling a vote for approval. Sophie Glass provided the KRCC Board with an overview of the updated Call for Projects, pointing out that the document's criteria for project evaluation is based on the Centers Framework outlined in the Puget Sound Regional Council (PSRC)'s VISION 2040. Sophie also highlighted that \$9.57 million of federal funds are available for the 2023-2024 Kitsap Countywide Competition, and a total of \$19.68 million in federal funds are available in the Regional Surface Transportation Program (STP) Competition. Commissioner Gelder inquired as to future plans to generate more quantifiable scoring methodology for Countywide Projects. Councilmember Ashby noted that maintaining the same scoring criteria in the current cycle enabled KRCC to meet deadlines in the current funding cycle. She suggested revisiting the criteria for the next cycle. Mayor Erickson added that the criteria will change at the regional level to align with PSRC VISION 2050.

Councilmember Ashby moved to approve the 2020 Countywide Competition Call for Projects. Commissioner Rob Gelder seconded the motion. The motion carried without opposition or abstention.

Naval Base Kitsap Transportation Priorities

Chair Wolfe invited Captain Richard Rhinehart to comment on transportation items pertaining to Naval Base Kitsap. Captain Rhinehart shared concerns regarding transportation, congestion, and resilience planning near the Naval Base. Captain Rhinehart requested that the KRCC Board consider supporting the formation of a working group to coordinate discussion regarding these issues. He also shared that the Navy is interested in including engagement with other interested parties, such as unions and community groups. KRCC Board members expressed support for focusing on transportation and resilience planning, particularly to address congestion and flooding risks in Gorst.

In response to Councilmember Daug's inquiry about taking action in response to the Naval Base's concerns, Chair Wolfe recommended that the KRCC Executive Committee discuss options for a working group structure to be considered at a future KRCC Board meeting. Mayor Erickson and Commissioner Gelder raised the West Sound Alliance as a potential model for the working group. Mayor Erickson also noted recent efforts to organize visits by King County leadership and PSRC stakeholders to the Naval Base in order to better understand issues pertaining to regional military installations. Mayor Wheeler added that traffic and parking analyses performed in a recent Bremerton study relate to congestion issues.



6. PSRC BOARD AND COMMITTEE REPORTS

Executive Board. At its last meeting, the PSRC Executive Board approved the policy framework for PSRC federal funds and discussed the Board's recommendations on growth management for VISION 2050.

Growth Management Policy Board (GMPB). Mayor Putaansuu reported that the GMPB did not meet in December. On Thursday, February 6, the GMPB will discuss its vote on VISION 2050. Commissioner Wolfe commended Kitsap's delegation to PSRC successfully advocating for Kitsap's interests throughout the development of VISION 2050.

Transportation Policy Board (TPB). Mayor Erickson reported that the TPB began planning a transportation policy document to align with VISION 2050. The TPB has been discussing the costs incurred through increasing instances of traffic injury over the last decade due to distracted driving.

Economic Development District Board (EDD). Commissioner Garrido reported that the EDD Board rescheduled its tour of aviation facilities in Everett to March 6. During its February 5 meeting, the Board will discuss PSRC Housing Survey results and upcoming housing work, including regional housing strategy.

7. CORRIDOR COMMITTEE REPORTS

SR16. The SR 16 Committee has not met recently.

SR 305. The SR 305 Committee met on Friday, January 31. Commissioner Gelder reported that WSDOT staff have identified limiting factors preventing the Day Road intersection project from moving forward. The SR 305 working group is continuing its efforts on various projects amidst funding issues tied to Initiative 976. Mayor Erickson added that the Johnson Road Roundabout project was also recently paused.

SR 104. Commissioner Gelder invited Commissioner McClure to provide an update on work being done by Parametrix on holding lots. Commissioner McClure reported that WSDOT and local partners are in conversation about a ferry holding lot on property owned by WSDOT near Lindvog Street and SR 104.

SR 303. Mayor Wheeler reported that the SR 303 Committee is wrapping up a study that indicates a significant capacity strain on county corridors, particularly in light of an anticipated population increase of 100,000. Transportation bottlenecks of concern include the Gorst intersection and Hood Canal Bridge, raising a need to explore alternate means of travel around the peninsula. The SR 303 Corridor Study broadened its scope from transportation to include residential and commercial development. Councilmember Daug's added that the SR 303 study found that the Kitsap Transit transfer station is an underutilized resource.

8. KRCC MEMBER ROUND ROBIN

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

- **Bainbridge Island:** Councilmember Medina shared that Bainbridge City Council enacted a temporary moratorium on construction of self-storage units and is considering whether to extend the moratorium or enact code changes to prevent the construction of a facility along Day Road. Bainbridge continues to move forward with plans for inclusionary zoning and a multi-family tax exemption program.



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- **Bremerton:** Mayor Wheeler reported the completion of the Eastside Employment Center Study to prepare for the Harrison Medical Center transition to Silverdale. The City also saw a record-setting volume of new construction permits for 2020.
- **Kitsap County:** Commissioner Garrido provided an update on the County's consideration of projects to construct tiny homes, citing challenges with homeless encampments in the region. She also highlighted PSRC's 2020 Regional Aviation Baseline Study. Chair Wolfe reported visiting Olympia during the Legislative Session to present Kitsap County priorities, noting Kitsap County's alignment with Washington State Association of Counties (WSAC) priorities.
- **Kitsap Transit:** Director Clauson reported that increased fast ferry service between Seattle and Bremerton will begin following recent beach monitoring results showing no unfavorable impact of a 2-boat ferry schedule. Director Clauson will keep KRCC members updated on progress with Silverdale Transit Center's construction.
- **Naval Base Kitsap (NBK):** Captain Rhinehart shared that Naval Base Kitsap is coordinating with the Environmental Protection Agency (EPA) to investigate potential groundwater contamination due to past use of PFAS. He reported that recent testing confirmed no contamination of Bangor wells. Naval Base Kitsap will hold hearings on the issue on February 19 (4-6pm) and February 20 (11am - 1pm) at the Best Western in Silverdale.
- **Port Gamble S'Klallam Tribe:** KRCC members representing the Port Gamble S'Klallam Tribe were not in attendance. Commissioner Gelder noted recent notable news that in November 2019 the Tribe announced it would be acquiring 937 acres of Pope's forest lands in the Hansville area.
- **Port of Bremerton:** Mayor Wheeler (City of Bremerton) noted that the Port will be collecting input at upcoming public meetings regarding airport expansion sites.
- **Port of Kingston:** Commissioner McClure shared that the Port is undertaking its 2020 strategic plan, which will address transportation issues such as parking near the ferry. The Port will produce its Capital Plan by the end of 2020. She reported that the strategic plan will take into account engagement with federal agencies, tribes, Kitsap Transit, and community groups regarding issues of resiliency and shoreline impacts of passenger ferry service.
- **Port Orchard:** Mayor Putaansuu reported that the city's moratorium on water hookups was lifted in late 2019 to support increased building activity. He thanked Mayor Wheeler and the City of Bremerton for assisting Port Orchard in meeting water demand temporarily as new well drilling is under way. Mayor Putaansuu shared that he testified in support of the proposed Growth Management Act (GMA) amendment to shift Kitsap County to a 10-year comprehensive plan amendment cycle. He also noted recent data published in the Puget Sound Business Journal indicating that regional housing creation rates currently lag behind job creation.
- **Poulsbo:** Mayor Erickson shared that the creation of a new city department, "Housing Health and Human Services," which will provide a behavioral health navigator team, is under consideration by Poulsbo City Council. Poulsbo is also participating in the program set up by HB 1406 to access funds for affordable housing. She reported that the city is seeing limited construction in 2020 due to limited land available for construction of single-family homes. Other updates include the acquisition of local employer Pope Resources by the Florida-based timber and land management company Rayonier, a project to reseed Olympia oysters in Liberty Bay to improve water quality, and introducing year-round carousel operations.



9. STAFF REPORT

KRCC Income Statement. Sophie Glass reported an estimated 2019 budget surplus of more than \$50,000 due to a reduction in 2019 meetings. She noted that the Executive Committee will discuss which portion to place in reserves or apply toward the 2020 audit or additional consultant work. She noted that the next KRCC Board meeting will take place on April 7. The Board will review Countywide Project proposals on April 7 before a final vote on June 2. Sophie also commented on successful collaboration within LUTAC to progress toward Countywide Planning Policy (CPP) updates.

10. PUBLIC COMMENTS

No public comments were provided.

11. KRCC BOARD QUESTIONS, CONCERNS AND ANNOUNCEMENTS

Councilmember Daug's shared a formal welcome to Commissioner McClure from the Port of Kingston, and to Councilmember Lori Wheat, City of Bremerton, as new members of the KRCC Board.

12. ADJOURN

The meeting adjourned at 11:40.



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ATTACHMENT A – BOARD MEMBERS IN ATTENDANCE

| Board Member | Jurisdiction | In Attendance? |
|---------------------|-----------------------------|----------------|
| Anderson, Gary | Port of Bremerton | |
| Ashby, Bek | City of Port Orchard | ✓ |
| Clauson, John | Kitsap Transit | ✓ |
| Daug's, Leslie | City of Bremerton | ✓ |
| Erickson, Becky | City of Poulsbo | ✓ |
| Forsman, Leonard | Suquamish Tribe | |
| Garrido, Charlotte | Kitsap County | ✓ |
| Gelder, Robert | Kitsap County | ✓ |
| McClure, Mary | Port of Kingston | ✓ |
| Medina, Kol | Bainbridge Island | ✓ |
| Mills, Luther "Jay" | Suquamish Tribe | |
| Placentia, Chris | Port Gamble S'Klallam Tribe | |
| Putansuu, Rob | City of Port Orchard | ✓ |
| Rhinehart, Richard | Naval Base Kitsap | ✓ |
| Rosapepe, Jay | City of Port Orchard | |
| Stern, Ed | City of Poulsbo | |
| Strakeljahn, Axel | Port of Bremerton | |
| Sullivan, Jeromy | Port Gamble S'Klallam Tribe | |
| Tirman, Matthew | City of Bainbridge Island | |
| Wall, Lynn | Naval Base Kitsap | |
| Wheat, Lori | City of Bremerton | ✓ |
| Wheeler, Greg | City of Bremerton | ✓ |
| Wolfe, Ed | Kitsap County | ✓ |



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ATTACHMENT B – NON-MEMBER PARTICIPANTS

| Name | Affiliation |
|-------------------------------|----------------------------------|
| Non-Members | |
| Roger Gay | South Kitsap Taxpayer |
| Laura Gronvoll | Port of Kingston |
| Steve Heacock | Port of Kingston |
| Mark Dalmacio | Naval Base Kitsap |
| Chris Wierzbicki | City of Bainbridge Island |
| Ned Lever | City of Bremerton |
| Shane Weber | City of Bremerton |
| KRCC Facilitation Team | |
| Sophie Glass | KRCC Program Director |
| Mishu Pham-Whipple | KRCC Transportation Program Lead |
| Kizz Prusia | KRCC Land Use Program Lead |
| Rosa Ammon-Ciaglo | KRCC Administrative Lead |