



# Kitsap Regional Coordinating Council

## Kitsap Regional Coordinating Council (KRCC)

### Draft Board Meeting Summary

May 5, 2020 | 10:15 AM – 12:15 PM

Virtual Meeting following Governor Inslee's Stay at Home Order

Version 5-5-20

Decisions		
The KRCC Board approved:		
<ul style="list-style-type: none"> <li>• 2/4/2020 KRCC Board Meeting Summary</li> <li>• Update to the Policies and Procedures Manual</li> <li>• Use of funds to hire a CPP consultant</li> </ul>		
Actions	Who?	Status
Upload the 2/4/2020 KRCC Board meeting summary to the KRCC website.	KRCC staff	Complete
Accept changes to Policies and Procedures Manual.	KRCC staff	Complete
Coordinate with LUTAC to finalize an RFP for the CPP Consultant.	KRCC staff	Ongoing

## 1. WELCOME AND INTRODUCTIONS

KRCC Program Lead, Sophie Glass, welcomed participants to the meeting and conducted a roll call of Board members (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 shared that this is was KRCC's first virtual-only meeting. Given the public health concerns associated with COVID-19 and Governor Inslee's Stay at Home Order, the Open Public Meetings Act requirement to hold a physical meeting space for members of the public to participate has been suspended. Public meetings being held must meet the criteria of being Routine and Necessary. The Executive Committee has deemed the primary purpose of receiving presentations for the allocation of federal transportation funds routine and necessary.

## 3. CONSENT/ACTION ITEMS

**Approval of the 2/4/2020 KRCC Board meeting summary.** Commissioner Garrido moved to approve the 2/4/20 Board meeting summary. Councilmember Stern seconded the motion. The motion carried without opposition or abstention.

### Review of the 2/8/2020 Executive Committee Meeting Summary.

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

### Review of the 4/21/2020 Executive Committee Meeting Summary.

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

## 4. FULL DISCUSSION ITEMS

**Approve update to the KRCC Policies and Procedures re: Annual Audit Report.** The update is intended to uphold the institutional memory around KRCC's responsibility to submit annual audit reports, as opposed to Kitsap County on KRCC's behalf. Councilmember Ashby reported that at the Audit Exit Interview, the auditors were complimentary of KRCC and Kitsap County staff for good documentation and responsiveness. Councilmember Ashby moved to approve the update to the



Policies and Procedures Manual. Commissioner Gelder seconded the motion. The motion carried without opposition or abstention.

### 5. KRCC COMMITTEE REPORTS

#### Land Use Items:

**Discuss proposal to hire consultant to support Countywide Planning Policies (CPP) update.** Kitsap Planning Directors and the Executive Committee have recommended hiring a CPP consultant to add capacity in order to have the CPP updates complete and ratified by Kitsap jurisdictions by the end of 2021. The Updates Process Chart and draft Scope of Work, developed in coordination with LUTAC, show the main tasks to be completed as part of the CPP update. The Executive Committee recommended that most of the cost of the consultant be covered through carryforward funds and money that was intended for the Board retreat, with the remaining cost to be covered through the 2021 KRCC budget. Councilmember Ashby noted that once the CPPs are updated, the following discussion will be how they will be incorporated into the transportation competition criteria. The timing of bringing on the consultant is tentatively July 2020.

**Approve use of funds for CPP consultant.** Mayor Erickson moved to approve the use of funds to hire a CPP consultant. Councilmember Daug's seconded the motion. The motion carried without opposition or abstention.

#### Transportation Items:

**Countywide Competition Project Presentations.** Mishu Pham-Whipple, KRCC Transportation Program Lead, provided an overview of the Countywide Transportation Competition. There are \$9.74 million of Surface Transportation Program (STP) funds available to Kitsap jurisdictions. Of the 9.74 million, a minimum of \$340,000 must be used towards rural projects. \$1.03 million is reserved for non-motorized projects and \$1.37 million is reserved for preservation projects. STP funds are considered the most flexible funding source available through the FAST Act (Fixing America's Surface Transportation). Many types of projects are eligible, including transit, bike/ped, safety, traffic management, planning projects, and more traditional road and bridge projects. All Kitsap jurisdictions are eligible to apply for this funding, except Naval Base Kitsap. At their May 27 meeting, TransTAC will score the projects and develop a recommended list of projects to be awarded funding. TransPOL will then review and approve TransTAC's recommendation, which will then move to the KRCC Board for approval at their June 2 meeting. Project sponsors then presented their Countywide projects. The presentation slides can be found [here](#). The project names, request amounts, and related discussion is below.

1. City of Bainbridge Island: Rolling Bay Bicycle and Pedestrian Improvements  
(Requesting \$1,500,000)
2. City of Bainbridge Island: Blakely to Lynwood Bicycle and Pedestrian Improvements  
(Requesting \$1,250,000)
3. City of Bainbridge Island: Winslow to Eagledale Bicycle Improvements – Phase 1  
(Requesting \$1,000,000)



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- Mayor Erickson asked whether the projects were in conjunction with other road improvements. Chris Wierzbicki, City of Bainbridge Island clarified that the project is exclusively a bicycle/pedestrian project.
  - Mayor Schneider noted that the Eagledale project is a high priority for the City due to unsafe bicycle and pedestrian conditions at this location and that the large cost is in part due to the fish passage aspect.
  - Commissioner Strakeljahn asked if any engineering had been conducted at the site yet. Chris responded that some preliminary engineering has been conducted.
4. Bremerton: 6<sup>th</sup> Street Preservation  
(Requesting \$1,877,050)
    - Shane Weber, City of Bremerton, shared that Bremerton did not submit any projects to the Regional Competition for this cycle.
  5. Bremerton: West Kitsap Way Corridor Planning Study  
(Requesting \$600,000)
  6. Kitsap County: SR 104 Realignment – Kingston Phase 1  
(Requesting \$4,909,460)
    - David Forte, Kitsap County, shared that this project was also submitted into the Regional competition.
  7. Kitsap County: SR 104 Realignment – Kingston Phase 2  
(Requesting \$2,363,230)
    - Commissioner Gelder shared that the Preliminary Engineer and Right of Way funding had previously been secured by the County.
    - Mayor Erickson asked if the County financially partnered with the Port of Kingston and Kitsap Transit for this project. David responded that the partners are beneficiaries but not financial partners since the transit improvements were integrated into the roadway design, making it difficult to separate the costs.
  8. Kitsap County: Port Gamble Trail A, B, & D  
(Requesting \$2,300,000)
    - Commissioner Gelder noted that the project site is the missing link of trail between the Seattle and Hood Canal trail segments of the Sound to Olympics trail and that the Ride Park will be a mountain bike facility.
  9. Kitsap County: Fairgrounds Road Complete Streets  
(Requesting \$2,600,000)
  10. Kitsap County: North STO Trail Planning Study  
(Requesting \$350,000)
  11. Kitsap County: County Paver Bundle



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(Requesting 1,001,873)

- Mayor Erickson asked that the County and other project sponsors be prepared to discuss how it would prioritize its project given that the County's total request is over \$13 million.
- Councilmember Ashby reminded the group that the dollar amounts in each cycle of the transportation competition must be balanced by year, meaning that the \$9.74 million must be spent evenly between 2023 and 2024, which is another limiting factor to consider.
- Councilmember Stern asked whether project sponsors had a sense of how successful the project bidding process will be, given the recession. Shane shared that he anticipates that contractors are eager to bid on projects but that the bids will come in over original project estimates.

### 12. Kitsap Transit: SR 16 Park and Ride

(Requesting \$2,200,000)

- Steffani Lillie, Kitsap Transit, shared that the agency will select a preferred alternative by the end of 2020.

### 13. Kitsap Transit: Gateway Center Redevelopment (Phase 1)

(Requesting \$3,500,000)

### 14. Kitsap Transit: Port Orchard Transit Center

(Requesting \$600,000)

- Mayor Putaansuu noted that this project will dovetail well with other projects the City is working on in the area.
- Commissioner Garrido expressed interest in being involved on the project.

### 15. Port of Bremerton: Airport Industrial Way Phase 2-2

(Requesting \$2,942,656)

### 16. Poulsbo: Noll Corridor Improvements

(Requesting \$2,350,000)

**Update on formation of a Gorst Coalition.** Commissioner Strakeljahn acknowledged that jurisdictions and agencies have been working to improve the Gorst corridor over the years and that he is in communication with Congressman Kilmer about potentially obtaining federal funds for Gorst improvements. Following a meeting in which a subgroup of KRCC TransPOL discussed what a Gorst Coalition could look like the Port of Bremerton expressed interest in acting as the convener of a coalition. The KRCC Executive Committee recommended that the administrative support for the coalition be KRCC staff, similarly to how KRCC staff provided support to West Sound Alliance (WSA) meetings even though WSA was not a KRCC committee. The staff support through the end of 2020 would financially be covered through the cost savings of reduced and remote meetings and would cost approximately \$2,000 per year in the future.

### **Approve KRCC staff providing admin support to the Port of Bremerton's Gorst Coalition.**

Councilmember Daugs moved to approve the use of funds to provide administrative support to the Port of Bremerton's Gorst Coalition. Commissioner Garrido seconded the motion. The motion carried without opposition or abstention.



### 6. PSRC BOARD AND COMMITTEE REPORTS

**Executive Board.** Mayor Erickson reported that PSRC Board and Committees are generally quiet with many meeting cancellations. At an emergency Executive Board meeting, the Board allocated relief funds to transit agencies.

**Growth Management Policy Board (GMPB).** No updates.

**Transportation Policy Board (TPB).** No updates.

**Economic Development District Board (EDD).** Commissioner Strakeljahn shared that the date of the next meeting is to be announced. The Aviation Baseline Study is near completion and the results will be available in July. Councilmember Stern shared that Commissioner Strakeljahn will be the Chair of the EDD Board next year and that the Board will be planning for expansion of public broadband.

### 7. CORRIDOR COMMITTEE REPORTS

**SR16.** No updates.

**SR 305.** Mayor Erickson shared that the city opened bidding for the Johnson Road roundabout and is planning for construction to begin in spring 2021. She also noted that painting is being done on Agate Pass Bridge and may cause delays.

**SR 104.** Commissioner McClure shared the feasibility study for the remote holding lot is underway.

**SR 303.** Councilmember Daug's shared the Committee held a meeting on March 30 and that the second online open house is currently underway.

Mayor Erickson recommended forming a new committee for SR 307.

### 8. KRCC MEMBER ROUND ROBIN

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

- **Bainbridge Island:** Mayor Schneider shared that the City is focused on supporting its essential businesses and is conducting interviews for the open Council position.
- **Bremerton:** Mayor Wheeler shared that the City has suspended parking enforcement and that parks are closed for all activities except walking.
- **Kitsap County:** Commissioner Garrido shared that the County has quarantine isolation centers in place. Commissioner Gelder shared that the County has opened the parking lots of parks but activities are still limited.
- **Kitsap Transit:** Director Clauson shared that he is attending regular meetings with Washington State Ferries and transit partners in the Puget Sound to stay coordinated on service and fares.
- **Naval Base Kitsap (NBK):** Captain Rhinehart shared that NBK is anticipating the release for a call for Defense Critical Infrastructure Project (DCIP) funding, which it will be applying for. <sup>1</sup>
- **Port Gamble S'Klallam Tribe:** No updates.

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<sup>1</sup> At this point in the meeting, Councilmember Stern moved to extend the length of the meeting to 12:25pm. Mayor Erickson seconded the motion. The motion carried without opposition or abstention.



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- **Port of Bremerton:** Commissioner Strakeljahn shared that construction of the Amazon warehouse near the Bremerton airport is underway.
- **Port of Kingston:** Commissioner McClure shared that the Port is finding new strategies to reach its communities during this time.
- **Port Orchard:** Mayor Putaansuu shared that the City's parks are open with restrictions, parking enforcement in the City is suspended, and that essential sewer and water projects are underway.
- **Poulsbo:** Mayor Erickson shared that the City has developed a Business Recovery Plan and a Poulsbo Cares Initiative with a day shelter for community members.
- **Suquamish Tribe:** Councilmember Mills shared that the Tribe's offices are operating with reduced staff and that the Tribe is developing a re-opening plan.

### 9. STAFF REPORT

No updates.

### 10. PUBLIC COMMENTS

Roger Gay, South Kitsap resident emphasized the importance for the public to be involved in conversations around big funding decisions such as the transportation projects. He added that broadband access and internet availability is important for members of the public to participate in public processes now and in the future after COVID.

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

Commissioner Gelder shared that Governor Inslee will hold another press conference later in the evening.

### 12. ADJOURN

*The meeting adjourned at 12:20pm.*



## Kitsap Regional Coordinating Council

### 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	✓
Daughs, 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	
Put aansuu, Rob	City of Port Orchard	✓
Rhinehart, Richard	Naval Base Kitsap	✓
Rosapepe, Jay	City of Port Orchard	
Schneider, Leslie	City of Bainbridge Island	✓
Stern, Ed	City of Poulsbo	✓
Strakeljahn, Axel	Port of Bremerton	✓
Sullivan, Jeromy	Port Gamble S’Klallam Tribe	
Wall, Lynn	Naval Base Kitsap	✓
Wheat, Lori	City of Bremerton	✓
Wheeler, Greg	City of Bremerton	✓
Wolfe, Ed	Kitsap County	✓



## Kitsap Regional Coordinating Council

### ATTACHMENT B – NON-MEMBER PARTICIPANTS

Name	Affiliation
<b>Non-Members</b>	
Roger Gay	South Kitsap Taxpayer
Heather Wright	City of Bainbridge Island
Chris Wierzbicki	City of Bainbridge Island
Ned Lever	City of Bremerton
Shane Weber	City of Bremerton
Kat Shaffer	Kitsap County
Andrew Nelson	Kitsap County
Jeff Shea	Kitsap County
Angie Silva	Kitsap County
David Forte	Kitsap County
Stephanie Lillie	Kitsap Transit
Jeff Davidson	Kitsap Transit
Diane Lenius	City of Poulsbo
Jim Rothlin	Port of Bremerton
Fred Salisbury	Port of Bremerton
Laura Grovnull	Port of Kingston
Andrea Harris-Long	Puget Sound Regional Council
Joseph Perez	WSDOT
<b>KRCC Facilitation Team</b>	
Sophie Glass	KRCC Program Director
Mishu Pham-Whipple	KRCC Transportation Program Lead
Kizz Prusia	KRCC Land Use Program Lead