



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC) Draft Board Meeting Summary

September 1, 2020 | 10:15 AM – 12:15 PM

Virtual Meeting following Governor Inslee’s Stay at Home Order
Version 11-24-20

Decisions		
The KRCC Board approved: <ul style="list-style-type: none"> 6/2/2020 KRCC Board Meeting Summary LDC/Parametrix as the Countywide Planning Policies (CPP) consultant 		
Actions	Who?	Status
Correct 6/2/2020 KRCC Board meeting summary based on feedback from the KRCC Board.	KRCC staff	Complete
Upload the 6/2/2020 KRCC Board meeting summary to the KRCC website.	KRCC staff	Complete
Review the KRCC bylaws for which jurisdictions may serve as KRCC Chair and Vice Chair.	KRCC staff	Complete
Incorporate feedback from KRCC Board on the 2021 draft budget.	KRCC staff	Complete
Generate a form for KRCC Board members to submit questions to ask legislators for a panel session during the virtual Legislative Reception.	KRCC staff	In Progress
Include a conflict of interest provision in the contract between Triangle Associates and LDC/Parametrix.	KRCC staff	Complete

1. WELCOME AND INTRODUCTIONS

Chair Wolfe welcomed participants (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 did not have any announcements or comments.

3. CONSENT/ACTION ITEMS

Approval of the 6/2/2020 KRCC Board meeting summary. Commissioner Gelder moved to approve the 6/2/20 Board meeting summary. Director Clauson seconded the motion. The motion carried without opposition or abstention. Laura Gronnvoll noted that her name was incorrectly spelled in the 6/2/2020 Board meeting summary and that Commissioner Heacock was in attendance. KRCC staff will incorporate corrections prior uploading the 6/2/2020 KRCC Board meeting summary to the KRCC website.

Review of the 8/18/2020 Executive Committee meeting summary. There were no edits or corrections to the August 18 Executive Committee meeting summary.



4. FULL DISCUSSION ITEMS

Review of the proposed 2021 Chair and Vice Chair. The KRCC Executive committee recommended Councilmember Bek Ashby as Chair and Commissioner Rob Gelder as Vice Chair at the August 18th Executive Committee meeting. The KRCC Board discussed this recommendation. There was a discussion on the policy of alternating who holds the two positions between city and county representatives (see Attachment D for a list of who has held the position of Chair). KRCC staff noted that the reason for alternating between the two positions is to ensure fair representation for those living in unincorporated Kitsap County versus those living in cities. Members of the board discussed population serving as the basis for alternating who is Chair and Vice Chair and expressed concerns with this methodology. Eric Baker provided population estimates (see Attachment C for population numbers). Board members noted that alternating between cities and the County provides different perspectives and balance. Bremerton expressed interest in serving as Vice Chair and Chair in future years. KRCC staff committed to researching the bylaws that describe which members may serve as Vice Chair and Chair.¹ The KRCC Board will vote on the 2021 Chair and Vice Chair at the December 1, 2020 meeting.

Review Draft 2021 Workplan and Budget. Highlights of the draft 2021 Workplan and Budget include:

- Updating the Kitsap Countywide Planning Policies (CPPs);
- Preparing for the 2022 Regional and Countywide Federal Highway Administration (FHWA) Surface Transportation Program Funding Competitions (2025-2026 obligation years);
- Participating in the 2021 Rural Town Centers and Corridors transportation competition;
- Discussing transportation funding options outside of the FHWA competition;
- Remaining current and proactive in relation to the activities managed by the Puget Sound Regional Council; and,
- Maintaining the administration of the organization by updating and implementing the KRCC Policies and Procedures Manual, Interlocal Agreement (ILA), and Bylaws.

The proposed budget for 2021 is \$203,448.60. This includes the proposed cost of a consultant who will assist in the Kitsap CPP update. The consultant will begin work in fall 2020. The combined expense of the CPP consultant in 2020-2021 may be up to \$55,000. Dependent on public health considerations, the KRCC Board meetings may be in person in the second half of 2021, and all other meetings will continue virtually through the entire year as a cost-saving measure. KRCC staff will incorporate feedback from a Board member on formatting the budget to improve clarity. The KRCC Board will vote on 2021 Budget and Workplan at the December 1, 2020 meeting.

Review the Proposed 2021-22 Triangle Associates Contract. The proposed contract for Triangle Associates is for the next two years. There is no specific budget for 2022, which is an item to be determined in 2021. The Executive Committee unanimously voted for a two-year contract.

Review Recommendation for Virtual Annual Legislative Reception. Every November, KRCC holds a Legislative Reception. The Executive Committee recommended moving forward with a Virtual Annual Legislative Reception. The KRCC Board discussed a memo that adapts the programming of prior

¹ **Section 8 of the KRCC Bylaws. OFFICERS, ELECTION, TERMS AND DUTIES:** 8.1 The officers of the Council are a Chair and a Vice Chair, who are elected by the Council at the last regularly scheduled meeting during each calendar year. The Chair and Vice Chair shall be from different member agencies. Ex Officio Members and Associate Members are not eligible to serve as officers.



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Annual Legislative Receptions to a virtual format to comply with Washington State COVID-19 Phase 2-3 recommendations. The proposal includes an hour in which newly elected legislators and returning elected legislators can receive relevant background information on KRCC and relevant legislative priorities. The informational session would be followed by a panel discussion with legislators. The KRCC Board discussed issues that could be the focus of the panel session (the order of the items listed below does not imply relative importance):

- COVID-19 and budget impacts
- Affordable housing and homelessness. A board member noted that these two issues intersect with the end of pandemic associated rent moratoriums and unemployment benefits.
- Transportation and infrastructure funding. This could include and is not limited to vehicle miles traveled (VMT), road usage charges (RUC), and the car tabs lawsuit (resulting from Initiative 976). Connections between transportation and infrastructure funding with Gorst were discussed.
- Priorities from Governor Inslee for the 2021 Legislative Session.
- Social justice and racial equity, inclusion.
- Climate change. Climate change is often tied to carbon taxes or gas taxes. Board members discussed connections between climate change and infrastructure, the need for creative solutions, climate change resiliency, and Gorst.

Different proposals for the formatting of the virtual formatting were discussed, including having the educational background session separate from the Virtual Annual Reception, keeping the educational background session in the programming for the Virtual Annual Reception, and extending the length of the panel session. Dontae Payne, the Governor's Regional Outreach Representative for the South Sound and Olympic Peninsula, was recommended as a potential panelist. Councilmember Daugs noted that elections may not be resolved by the November 12 legislative reception. The Executive Committee will continue planning efforts in coordination with KRCC staff. KRCC staff will create a form for KRCC members to submit questions in the different topic areas.

5. KRCC COMMITTEE REPORTS

Land Use Items

Approval of the CPP consultant. The KRCC Executive Committee met on August 18, 2020 and discussed the recommendation from the interview panel (consisting of Planning Directors and KRCC Board members) to hire the LDC/Parametrix team. The Committee agreed with the interview panel's assessment and recommended that the KRCC Board approve the selection of the LDC/Parametrix team. Councilmember Daugs noted that the Parametrix works within KRCC jurisdictions and asked whether there was the potential for a conflict of interest. Mayor Wheeler stated that there would be no conflict of interest for Bremerton when entering into a contract as KRCC. KRCC staff noted that LDC/Parametrix is a subconsultant of Triangle Associates. KRCC staff committed to review the contract between LDC/Parametrix and Triangle Associates for a conflict of interest provision and include one if it did not exist. Director Clauson disclosed that Kitsap Transit is the landlord for a Parametrix office and abstained from the vote. Commissioner Strakeljahn moved to approve the CPP consultant. Councilmember Daugs seconded the motion. The motion carried with one abstention and no opposition.

Review June 16 PlanPOL meeting summary. There were no edits or corrections to the June 16 PlanPOL meeting summary.



Transportation Items

Update on development of Gorst Coalition. Commissioner Strakeljahn shared that letters of invitation were in the process of being sent. The Gorst Coalition will include an environmental committee and a legislative committee. Congressmember Kilmer said that Congress is in the midst of discussions regarding a national infrastructure bill in early 2021. There could be opportunities to coordinate provided that the infrastructure bill comes to fruition.

August 20 TransPOL Meeting Agenda. The KRCC Board had no questions or comments on the August 20 TransPOL Meeting Agenda.

September 10 TransTAC Meeting Agenda. The KRCC Board had no questions or comments on the September 10 TransTAC Meeting Agenda.

6. PSRC BOARD AND COMMITTEE REPORTS

Executive Board. No recent meetings due to COVID-19. There is an upcoming board meeting on September 24.

Growth Management Policy Board (GMPB). No recent meetings due to COVID-19.

Transportation Policy Board (TPB). No recent meetings due to COVID-19.

Economic Development District Board (EDD). No recent meetings due to COVID-19. There is an upcoming board meeting on October 7.

7. CORRIDOR COMMITTEE REPORTS

SR16. No updates.

SR 305. Commissioner Gelder shared there is an upcoming virtual meeting where a status update will be provided.

SR 104. Commissioner McClure shared that a portion of the grant funding has been spent or committed. Commissioner McClure anticipates partnering with Commissioner Gelder to convene the five partner agencies involved in the project as a next step on the realignment study and Lindvog Holding Study. Commissioner Gelder shared technical work is being conducted to phase the project.

SR 303. Mayor Wheeler and Councilmember Daug's shared that there is momentum on the SR 303 corridor. The City and WSDOT launched a comprehensive study of the SR 303 (Warren/Wheaton) corridor. The study, using the practical solutions approach, looks at the corridor from Burwell Street to McWilliams, with particular focus on the segments of the corridor within city limits. The study will recommend safe, reliable, and cost-effective transportation options that support livability, investment, and economic vitality for people and businesses. The Bremerton chamber met and updated the community. The project will be shifting from the study phase to capital improvements.

SR 307 formation. No updates.



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 Bainbridge Island is using virtual public engagement for their sustainable transportation process. A city manager search is underway. The Oliver House on Bainbridge Island will be demolished unless there is an interested entity and Mayor Schneider asked that any agencies contact her if they need a house with a historic aesthetic. There would be a contribution to the moving cost of the house relative to the cost of demolishing the house.
- **Bremerton:** Mayor Wheeler shared that the City of Bremerton is working with the Navy and is roughly halfway through a revision of Naval Avenue, which complements work on the 303 corridor. The revised Naval Avenue corridor will create conditions for bicyclists, pedestrians and commuters to coexist and is funded by the Washington Department of Transportation (WSDOT). Additional studies and projects are underway within Bremerton. Councilmember Daus recently attended a listening meeting regarding the COVID-19 outbreak at St. Michael's Medical Center. She shared that it is important that the essential workers are not blamed in the messaging as the story develops in the news given there was inadequate personal protective equipment (PPE).
- **Kitsap County:** Commissioner Garrido shared that the Kitsap County departments and offices will present their 2021 requests to the Board of County Commissioners beginning September 14, 2020 in a series of budget hearings. The Department of Transportation will be working on Purdy Bridge in the South County and closures will be expected. Commissioner Gelder attended a Board of Health meeting and mentioned there should be additional distribution of CARES Act funding from the Washington Department of Commerce to the jurisdictions. Commissioner Gelder serves at the President of the Washington State Association of Counties (WSAC) and hosted executive officers from WSAC in Kitsap County. He expressed thanks to the Navy, including Lynn Wall, Captain Rhinehart and others, for a successful tour of their facilities. Commissioner Wolfe gave recognition to the efforts of the Kitsap County Department of Emergency Management and the volunteers who worked in coordination with Kitsap County Department of Public Health to conduct widespread testing of employees at St. Michael's Medical Center (previously the Harrison Medical Center).
- **Kitsap Transit:** Director Clauson shared that discussions are underway on the timing of the Southworth Passenger-Only Ferry. COVID-19 has presented challenges in the delivery of the new vessels and Kitsap Transit is working on a revised strategy and schedule. Kitsap Transit will reach out to the community and is working closely with Washington State Ferries on coordination issues. Kitsap Transit will be meeting the Suquamish Tribe on issues related to their services.
- **Naval Base Kitsap (NBK):** Lynn Wall shared there are no carriers in the port at this time. She expressed gratitude to Bremerton for the work on improving conditions for bicyclists and pedestrians on Naval Avenue while maintaining the commuter corridor. Gorst is gaining momentum and NBK will continue to raise resiliency as an issue. The tour mentioned by Commissioner Gelder highlighted the Navy mission and the Navy is glad to support educational and engagement efforts.
- **Port of Bremerton:** Commissioner Strakeljahn shared that there are many construction projects ongoing at the Port of Bremerton. The Port of Bremerton is moving forward with upgrades to the Bremerton National Airport and is replacing all airport runway lighting with



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new LED light fixtures. A 40,000 square foot building went up and has a full-time tenant. Construction is underway on a 5,000 square foot building. The Bremerton Airport Diner is undergoing redesign. The Commission approved a project to add three new corporate hangar sites, two of which have committed tenants. Leases are being signed with tenants that will bring jobs to the region, including with WRG (a company that runs fire safety training that works with the federal government) and a new energy company.

- **Port Gamble S’Klallam Tribe:** No updates.
- **Port of Kingston:** Commissioner McClure shared that the Port of Kingston is conducting an in-depth asset inventory. The Port of Kingston is working with Kitsap County on a stormwater project on Port property. Port of Kingston is applying for several grants for asset upgrades.
- **Port Orchard:** Mayor Putaansuu shared that Port Orchard is working on a budget for 2021. Port Orchard is sending rent relief to small businesses through CARES Act and are beginning a second phase of applications. Mayor Putaansuu expressed gratitude for the partnership with Bremerton that provides water and shared that they are also working on the Well No. 13 project on Sedgwick Hill that will allow for the city to have less dependence on others for water.
- **Poulsbo:** No updates.
- **Port Gamble S’Klallam Tribe:** No updates.
- **Suquamish Tribe:** Chairman Forsman shared that construction has resumed on Legacy Park playground. He noted that a difficult decision was made on restricting access to the dock on public land to reduce issues with crowding in consideration of the pandemic. Chairman Forsman noted that there is good leadership coming from Kitsap. Chairman Forsman is President of the Affiliated Tribes of Northwest Indians. Commissioner Gelder is serving as the President of WSAC and Councilmember Stern served as the past President of the Association of Washington Cities (AWC).

9. STAFF REPORT

KRCC Income Statement. The KRCC board is 58% through the budget year and has spent 42% of the 2020 budget.

Another note is that the meeting is being recorded by BKAT.

10. PUBLIC COMMENTS

No comments from the public.

11. KRCC BOARD QUESTIONS, CONCERNS AND ANNOUNCEMENTS

Director Clauson is another example of Kitsap County leadership and serves as the President of Washington State Transit Association.

12. ADJOURN

The meeting adjourned at 11:44 am.



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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	✓
Daughs, Leslie	City of Bremerton	✓
Erickson, Becky	City of Poulsbo	
Forsman, Leonard	Suquamish Tribe	✓
Garrido, Charlotte	Kitsap County	✓
Gelder, Robert	Kitsap County	✓
Shane Heacock	Port of Kingston	✓
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	✓



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ATTACHMENT B – NON-MEMBER PARTICIPANTS

Name	Affiliation
Non-Members	
Ned Lever	City of Bremerton
Shane Weber	City of Bremerton
Karla Boughton	City of Poulsbo
Kat Shaffer	Kitsap County
Andrew Nelson	Kitsap County
Darren Gurnee	Kitsap County
Eric Baker	Kitsap County
Joe Rutan	Kitsap County
David Forte	Kitsap County
Joe Lubischer	Member of the Public
Laura Gronnvoll	Port of Kingston
Greg Englin	Port of Kingston
Mark Gulbranson	Puget Sound Regional Council
Andrea Harris-Long	Puget Sound Regional Council
Dennis Engel	Washington Department of Transportation
KRCC Facilitation Team	
Sophie Glass	KRCC Program Director
Mishu Pham-Whipple	KRCC Transportation Program Lead
Kizz Prusia	KRCC Land Use Program Lead
Vivian Ericson	KRCC Coordination Lead



ATTACHMENT C – POPULATION ESTIMATES OF KRCC MEMBER JURISDICTIONS

Jurisdiction	Estimated Population ²
Bainbridge Island	25,070
Bremerton	41,750
Port Orchard	14,770
Poulsbo	11,550
Unincorporated Kitsap County	179,060
Total	272,200

² The population estimates are based on the Office of Financial Management (OFM) from April 1, 2020 and were provided by Eric Baker.



ATTACHMENT D-PAST KRCC CHAIRS

Year	Name	Jurisdiction
1999	Mayor Dwight Sutton	Bainbridge Island
2000	Mayor Dwight Sutton	Bainbridge Island
2001	Commissioner Chris Endresen	Kitsap County
2002	Mayor Donna Jean Bruce	Poulsbo
2003	Commissioner Jan Angel	Kitsap County
2004	Council Member Carol Arends	Bremerton
2005	Commissioner Patty Lent	Kitsap County
2006	Mayor Darlene Kordonowy	Bainbridge Island
2007	Mayor Kim Abel	Port Orchard
2008	Council Member Carol Arends	Bremerton
2009	Mayor Kathryn Quade	Poulsbo
2010	Commissioner Steve Bauer	Kitsap County
2011	Mayor Patty Lent	Bremerton
2012	Mayor Patty Lent	Bremerton
2013	Commissioner Josh Brown	Kitsap County
2014	Mayor Tim Matthes	Port Orchard
2015	Commissioner Robert Gelder	Kitsap County
2016	Councilmember Bek Ashby	Port Orchard
2017	Councilmember Wayne Roth	Bainbridge Island
2018	Commissioner Charlotte Garrido	Kitsap County
2019	Mayor Becky Erickson	Poulsbo
2020	Commissioner Ed Wolfe	Kitsap County