



Kitsap Regional Coordinating Council

KRCC Executive Board Meeting Reference Packet

December 1, 2020

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CONTRACT

This CONTRACT AMENDMENT is made and entered into between Kitsap Regional Coordinating Council, at 614 Division Street, MS-4, Port Orchard, Washington 98366 (“Council”), and the Office of the Kitsap County Prosecuting Attorney, 614 Division Street, MS-35A, Port Orchard, Washington 98366 (“Prosecuting Attorney”).

In consideration of the mutual benefits and covenants contained herein, the parties agree that their Agreement for Legal Services, numbered as Kitsap County Contract No. KC-002-19 and executed on January 28, 2019 shall be amended as follows:

1. Section 4 **Compensation.** Effective January 1, 2021, the District will compensate the Prosecuting Attorney for the services performed by the Prosecuting Attorney and Deputy Prosecuting Attorney under this Agreement at the hourly rate of \$141.80, and \$89.68 per hour for paralegal services.
2. Section 6 **Duration.** The duration of this agreement shall be extended through December 31, 2021.

This amendment shall be effective upon execution by the parties.

DATED this ___ day of _____, 2020.

DATED this ___ day of _____, 2020.

KITSAP REGIONAL COORDINATING COUNCIL

KITSAP COUNTY PROSECUTING ATTORNEY

Bek Ashby, Vice Chair

Chad M. Enright

Dated this ___ day of _____, 2020.

BOARD OF COMMISSIONERS OF KITSAP COUNTY

CHARLOTTE GARRIDO, Chair

EDWARD E. WOLFE, Commissioner

ROB GELDER, Commissioner

ATTEST:

Dana Daniels, Clerk of the Board

	Current/ADJ	Current/ADJ	Current/2020	Current/2020	Prior/2019	\$ Delta	% Delta
Total Approved Budget - 9086 Civil Division	1,704,892.00	1,756,988.00	2,126,833.48	2,017,503.00	2,033,283.00	(15,780.00)	-0.8%
5100:5299 - SALARIES & BENEFITS	1,558,584.00	1,610,647.00	1,952,749.48	1,843,419.00	1,733,322.00	110,097.00	6.4%
5300:5399 - SUPPLIES	8,750.00	8,873.00	21,370.00	21,370.00	10,473.00	10,897.00	104.0%
5400:5499 - SERVICES	37,690.00	37,600.00	36,150.00	36,150.00	36,000.00	150.00	0.4%
5900:5999 - INTERFUND PAYMENTS	99,868.00	99,868.00	116,564.00	116,564.00	110,961.00	5,603.00	5.0%
6971 - TRANSFER OUT	-	-	-	-	142,527.00	(142,527.00)	-100.0%

Deputy Prosecutor - Billable Rate	141.80	136.91	131.88	127.95	128.69	(0.73)	-0.6%
Total Hours	23,040.00	24,960.00	27,840.00	27,840.00	27,840.00	-	0.0%
Base Rate	74.00	70.39	76.39	72.47	73.03	(0.57)	-0.8%
County Prosecutor	253,430.14	250,878.04	250,619.00	250,619.00	233,864.00	16,755.00	7.2%
Chief of Staff	202,456.20	200,855.38					
Manager Prosecutor Admin	120,988.65	118,863.00	122,865.00	122,865.00	135,016.00	(12,151.00)	-9.0%
County Prosecutor	26.40	26.13	32.63	32.63	30.45	2.18	7.2%
Chief of Staff	21.09	20.92					
Manager Prosecutor Admin	12.60	12.38	16.00	16.00	17.58	(1.58)	-9.0%
Civil Division Share of Indirect Cost Allocation	65,990.40	54,504.67	54,504.67	54,504.67	66,502.00	(11,997.33)	-18.0%
	2.86	2.18	1.96	1.96	2.39	(0.43)	-18.0%
Total Utilities & Janitorial	9,312.43	9,397.55	9,397.55	9,397.55	10,044.00	(646.45)	-6.4%
	4.85	4.89	4.89	4.89	5.23	(0.34)	-6.4%

Paralegal - Billable Rate	89.68	88.45	83.36	83.36	82.45	0.91	1.1%
Total Hours	1,920.00	1,920.00	1,920.00	1,920.00	1,920.00	-	0.0%
Gross Cost "Paralegal" Cost - includes Salary + Benefits	53,528.00	53,528.00	53,528.00	53,528.00	51,454.50	2,073.50	4.0%
Base Rate	27.88	27.88	27.88	27.88	26.80	1.08	4.0%
Prosecutor	23.76	23.52	32.63	32.63	30.45	2.18	7.2%
Chief of Staff	18.98	18.83					
Manager Prosecutor Admin	11.34	11.14	16.00	16.00	17.58	(1.58)	-9.0%
Civil Division Share of Indirect Cost Allocation	2.86	2.18	1.96	1.96	2.39	(0.43)	-18.0%
Total Utilities & Janitorial	4.85	4.89	4.89	4.89	5.23	(0.34)	-6.4%

Investigator - Billable Rate	98.26	97.18	110.93	110.93	109.92	1.00	0.9%
Total Hours	3,840.00	5,760.00	5,760.00	5,760.00	5,760.00	-	0.0%
Gross Cost "Investigator" Cost - includes Salary + Benefits	212,914.00	319,352.00	319,352.00	319,352.00	312,610.00	6,742.00	2.2%
Base Rate	55.45	55.44	55.44	55.44	54.27	1.17	2.2%
Prosecutor	23.76	23.52	32.63	32.63	30.45	2.18	7.2%
Chief of Staff	18.98	18.83					
Manager Prosecutor Admin	11.34	11.14	16.00	16.00	17.58	(1.58)	-9.0%
Civil Division Share of Indirect Cost Allocation	2.86	2.18	1.96	1.96	2.39	(0.43)	-18.0%
Total Utilities & Janitorial	4.85	4.89	4.89	4.89	5.23	(0.34)	-6.4%



KRCC Executive Committee Meeting Draft Summary

Draft v. 10-14-20

Date: September 15, 2020

Time: 11:00 A.M. - 1:00 P.M.

Location: Remote meeting

Members in Attendance: Councilmember Ashby, Councilmember Medina, Commissioner Strakeljahn, Mayor Wheeler, Commissioner Wolfe

Decisions		
<p>The KRCC Executive Committee:</p> <ul style="list-style-type: none"> • Recommended edits to the 2021 KRCC Budget. • Recommended that a twenty-minute Road Usage Charge (RUC) presentation be included within the December 1 KRCC Executive Board meeting. • Recommended the format and timing for the Virtual Annual Legislative Reception and directed KRCC staff on next steps. • Approved Triangle Associates' August 2020 invoice in the amount of \$12,174. 		
Actions	Who?	Status
Revise the 2021 KRCC Budget to include jurisdiction member dues.	KRCC staff	Complete
Distribute draft September 15 KRCC Executive Committee Summary.	KRCC staff	Ongoing
Coordinate invitations for the Legislative Reception with Katherine Schaffer (Kitsap County).	KRCC staff	Ongoing
Finalize the invitation list for the Legislative Reception.	KRCC staff	Complete
Distribute form for KRCC members to submit questions for the legislative panel during the Legislative Reception.	KRCC staff	Complete
Confirm RUC presentation for the December 1 KRCC Executive Board meeting.	KRCC staff	Complete
Schedule a meeting with Councilmember Ashby and Commissioner Gelder to discuss the 2021 work plan and meeting schedule.	KRCC staff	Complete

1. Chair's Welcome

KRCC Chair Wolfe welcomed the Committee to the virtual meeting.

2. Committee Updates and Action Items

Executive Committee:

- Review Corrected 2021 Budget: KRCC staff reviewed revisions made to the 2021 budget in response to feedback from the September 1 Board meeting and a correction to the consultant budget listed in the 2020 budget. KRCC staff clarified that the 2021 budget includes costs for an in-person annual retreat. There are \$350 budgeted for printing costs and \$1,500 budgeted for room rentals. There are no monies budgeted for a technical consultant. The Executive Committee agreed to have further discussions on whether the 2021 annual retreat should



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include a technical consultant. Vice Chair Ashby requested that the dues for each jurisdiction be included within the budget. KRCC staff agreed to add this information so that it may be shared with councils.

Land Use Items:

- Review Draft Subcontract Agreement between LDC/Parametrix and Triangle Associates: The sub-contract between LDC/Parametrix and Triangle associates is complete. The LUTAC committee has discussed that there will be six LUTAC meetings in 2021.
- Review Draft August 13 LUTAC Workshop summary: Vice Chair Ashby reviewed the draft August 13 workshop meeting summary and reviewed the questions outlined by LUTAC on centers. Vice Chair Ashby requested an update on the status of the centers presentation to PlanPOL on November 17. KRCC staff committed to continue coordinating the presentation with LUTAC for PlanPOL.
- Review Draft September 30 LUTAC Agenda: No comments or discussion occurred regarding the September 30 LUTAC Agenda.

Transportation Items:

- Update on the Gorst Coalition: Commissioner Strakeljahn shared that the co-chairs will meet on September 25. A draft mission statement is under development. Invitations have been sent with the exception of potential legislative participants. An environmental committee has been confirmed for the Gorst Coalition.
- Discuss Road Usage Charge (RUC) for December 1 KRCC Board Meeting: The Executive Committee revisited prior discussions to include a presentation on RUC for the December 1 KRCC Executive Board meeting. The Executive Board recommended that Reema Griffith, Executive Director at the Washington State Transportation Commission, give a 20 minute presentation to the KRCC Executive Board on December 1.
- August 20 Draft TransPOL Meeting Summary: No comments or discussion occurred regarding the August 20 Draft TransPOL meeting summary.
- September 10 TransTAC Meeting Agenda: KRCC staff mentioned that the sequencing of TransTAC and TransPOL meetings was discussed at the September 10 TransTAC meeting. The Executive Committee recommended that the discussion be revisited when additional information on priorities is available. Vice Chair Ashby and Commissioner Gelder will discuss the sequencing and timing of TransTAC and TransPOL meetings with Sophie Glass.

3. Review the KRCC Board Agenda and Materials

- Discuss topics for December 1 Meeting Agenda: KRCC staff provided an overview of potential topics for the December 1 KRCC Executive Board meeting including:
 - The RUC presentation
 - The vote to approve Chair/Vice Chair
 - The vote to approve the 2021-22 Triangle Contract
 - The vote to approve the 2021 workplan and budget
 - A debrief of the legislative reception



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- The annual review of Triangle Associates (there is typically a survey to provide feedback).

No additions or subtractions to the list were recommended by the Executive Committee.

- Draft Sept 1 Board Meeting Summary: No comments or discussion occurred regarding the Sept 1 Board meeting summary.

4. New Business

- Review Next Steps Virtual Annual Legislative Reception: The Executive Committee discussed the Virtual Annual Legislative Reception.
 - Discuss format and time of programming: Vice Chair Ashby clarified that local elected officials rather than legislators are the target of the orientation. The discussion resulted in the following schedule and structure:
 - i. 5:30 PM-6:30 PM: Orientation for Local Elected Officials and KRCC members (optional; may end early)
 - ii. 6:30 PM-8:00 PM: Legislative Panel
 - Draft language for KRCC members to submit questions for the legislative panel, Draft Invitation language, and Draft Invite List: KRCC staff provided an overview of the proposed language for KRCC members to submit questions for the legislative panel using a survey. An overview of the proposed invite language was shared. The Executive Committee recommended that both Chair Wolfe's titles (KRCC Chair and Commissioner) be used within the invite. KRCC staff committed to work with Katherine Schaffer, a policy analyst for Commissioner Wolfe, to distribute invitations. The Executive Committee reviewed and discussed the draft invitation list. The Executive Committee recommended the removal of contacts related to the West Sound Alliance. The Executive Committee recommended that city clerks distribute the list to their respective city councils. KRCC staff noted specific edits and committed to revise and finalize the list.

5. Administrative Agenda

- Approve Triangle Associates August 2020 invoice: Commissioner Wolfe moved to approve Triangle Associates' August 2020 invoice in the amount of \$12,174. Councilmember Medina seconded the motion. The motion carried without opposition or abstention.

6. Adjourn

The meeting adjourned at 11:48 PM.

KRCC Executive Committee Meeting Draft Summary

Draft v. 11-12-20

Date: October 20, 2020

Time: 11:00 A.M. - 1:00 P.M.

Location: Remote meeting

Members in Attendance: Councilmember Ashby, Mayor Erickson, Councilmember Medina, Commissioner Strakeljahn, Mayor Wheeler, Commissioner Wolfe

Decisions		
<p>The KRCC Executive Committee:</p> <ul style="list-style-type: none"> • Recommended a crosswalk of the Countywide Planning Policies with the current practices of KRCC, Kitsap County and the cities. • Requested a cost estimate for hiring a consultant to support LUTAC with growth targets during 2021. • Agreed to respond to the U.S. Government Accountability Offices request for information regarding Navy homeporting decisions. • Approved Triangle Associates September 2020 invoice in the amount of \$18,743. 		
Actions	Who?	Status
Complete a crosswalk of the Countywide Planning Policies with the current practices of KRCC, Kitsap County and the cities.	KRCC staff, LDC/Parametrix	Complete
Determine the estimated cost of hiring a consultant to support LUTAC with growth targets during Q3 and Q4 of 2021.	KRCC staff	Complete
Draft answers to questions from U.S. Government Accountability Office on Navy homeporting decisions.	KRCC staff	Complete
Review draft answers to questions from U.S. Government Accountability Office on Navy homeporting decisions.	Executive Committee	Complete
Revise the Questions for the Virtual Annual Legislative Reception.	KRCC staff	Complete
Approve a final version of the Questions for the Virtual Annual Legislative Reception.	Executive Committee	Complete
Send Katharine Shaffer, Kitsap County, the approved Triangle evaluation questions to distribute to KRCC members.	KRCC staff	Ongoing
Update the KRCC Policies and Procedures Manual to include policies regarding voting during virtual meetings.	KRCC staff	Ongoing

1. Chair's Welcome

KRCC Chair Wolfe welcomed the Committee to the virtual meeting and noted a COVID-19 testing location is opening in Pendergast Park.

2. Presentation by LDC Inc.

Countywide Planning Policies Project Charter

- No comments or discussion occurred regarding the Countywide Planning Policies (CPPs) Project Charter.

Countywide Planning Policies Project Overview

- Clay White, from LDC Inc, presented an overview of the CPPs Project. Following the presentation, the Executive Committee discussed the CPPs (see Attachment A).
 - The update to the CPPs focuses on how current CPPs align with VISION 2050 and Growth Management Act (GMA). Vice Chair Ashby raised that there is a need to crosswalk the CPPs with what KRCC, Kitsap County and cities are currently doing. The crosswalk would allow KRCC to understand if there policies within the CPPs that are no longer needed or if there are policies that are in the CPPs that are not being done and are required by the GMA. KRCC staff agreed to draft a crosswalk of the policies.
 - The Executive Committee discussed the importance of growth targets and centers for infrastructure and capital facilities plans. He noted that there are three processes: (1) the CPP policies, due June 2021; (2) a Countywide Centers designation process that can be completed after June 2021; and (3) growth targets that can also be completed after June 2021.

3. Committee Updates and Action Items

Executive Committee:

- KRCC 2021 Dues: KRCC staff reviewed the 2021 KRCC dues based on the current budget. As LUTAC reviewed their workplan they realized there was a need to further focus on growth targets in 2021. KRCC staff asked on the behalf of LUTAC whether it would be possible to have additional consultant and staff support for the growth target process. Councilmember Ashby requested a cost estimate. KRCC staff agreed to reach out to County staff and provide an update on the cost for the November 17 Executive Committee meeting.
- Third Amendment to the Memorandum of Agreement between KRCC and Kitsap County for Fiscal Services: KRCC staff are in communication with Kareen Goon at Kitsap County regarding the update to the Memorandum of Agreement, which must be periodically updated. No revisions were requested by the Executive Committee.
- Triangle Annual Evaluation Survey: KRCC staff presented the 2019 Triangle Annual Evaluation Survey and a set of proposed review questions for 2020. The Executive Committee proposed no changes to the 2019 Triangle Annual Evaluation.
- Naval Base Kitsap's Aircraft Carrier Homeport Assignments: Ben Sclafani, an analyst with the U.S Government Accountability Office (GAO) reached out regarding aircraft carrier homeporting decisions. Lynn Wall recommended KRCC as the GAO was interested in understanding the impact on surrounding communities of homeporting decisions. KRCC staff agreed to draft answers to questions sent by the GAO and then provide the draft to the Executive Committee for review.
- Virtual Meeting Voting Strategies and Policies: The Executive Committee reviewed voting procedures and whether there was a need to have a visual cue in addition to a voice vote. They recommended updating the KRCC Policies and Procedures Manual.
- Greater Seattle Partners and Kitsap: Commissioner Strakeljahn provided background on the Greater Seattle Partners. The Executive Committee discussed various perspectives on the potential involvement of Kitsap with regards to the Greater Seattle Partners. The Executive

Committee concluded that the information should be presented to the Kitsap Economic Development Alliance as a next step.

Land Use Items:

- Review Draft October 26 LUTAC Meeting Agenda: The Executive Committee discussed the importance of population growth targets, employment growth targets, and designating countywide centers. KRCC agreed to rely the importance of designating countywide centers to LUTAC.
- Review Draft November 17 PlanPOL Meeting Agenda: No comments or discussion occurred regarding the November 17 Draft TransPOL meeting agenda.

Transportation Items:

- Update on the Gorst Coalition: Commissioner Strakeljahn shared that the first meeting occurred on October 13 and was attended by U.S Representative Kilmer and State Senator Randall. The co-chairs planned to discuss the budget and workplan in October. Commissioner Strakeljahn noted that Gorst Coalition will need support. He hopes that KRCC and jurisdictions may be able to provide financial support to the Gorst Coalition.
- Review September 10 TransTAC Meeting Summary: No comments or discussion occurred regarding the September 10 Draft TransTAC meeting summary.
- Review Draft November 12 TransTAC Meeting Agenda: No comments or discussion occurred regarding the November 12 Draft TransTAC meeting agenda.
- Review Draft November 19 TransPOL Meeting Agenda: No comments or discussion occurred regarding the November 19 Draft TransPOL meeting agenda.

4. Review the KRCC Board Agenda and Materials

- Review Draft December 1 Executive Board Meeting Agenda: No comments or discussion occurred regarding the December 1 Draft Executive Board meeting agenda.
- Review Sept 15 Executive Committee Meeting Summary: No comments or discussion occurred regarding the Sept 15 Executive Committee meeting summary.

5. New Business

- Review Next Steps Virtual Annual Legislative Reception: The Executive Committee discussed the Virtual Annual Legislative Reception.
 - Review Draft Questions for Virtual Annual Legislative Reception: The Executive Committee requested that language and context specific to Kitsap County be added to the questions. KRCC staff agreed to add Kitsap County specific language and context to the questions and then send the new language to the Executive Committee for approval.
 - Update on Legislative RSVPs: KRCC staff informed the Executive Committee that U.S Representative Derek Kilmer, State Senator Christine Rolfes, State Representative Jesse Young would be able to attend the panel. Mayor Erickson agreed reach out to the

legislators for the 23rd District and Vice Chair Ashby agreed to reach out to State Senator Randall.

6. Administrative Agenda

- Approve Triangle Associates September 2020 invoice: The Executive Committee approved the September 2020 invoice of \$18,743.

7. Adjourn

Prior to adjourning the Executive Committee noted that Councilmember Medina will be missed. Councilmember Medina thanked everyone and noted he will remember how well everyone works together. The meeting adjourned at 12:33 PM.

Attachment A



Kitsap Regional Coordinating Council

COUNTYWIDE PLANNING POLICY UPDATE BRIEFING

KRCC Executive Committee Meeting
October 20th, 2020

1

PRESENTATION GOALS

- Team introductions
- High level project schedule discussion
- Review Draft Project Charter – feedback
 - LUTAC briefed on September 30th
- Review Draft GAP findings – feedback

2

TEAM INTRODUCTIONS



Clay White
Project Lead



Matt Covert, AICP
Policy Analysis



Sami Adams
Policy Support



Alex Atchison
Policy Development



Claire Woodman
Policy support

3

PROJECT SCHEDULE

- ❑ LUTAC meetings on draft policies - Nov, Jan, Feb, March
- ❑ PlanPOL recommendation - March
- ❑ LUTAC revisions (if necessary) - April
- ❑ Executive Board - May, June
- ❑ County adoption/ratification

Actions	General Timeframe	Deliverables
Project Kick-Off and Project Charter	September/October 2020	<ul style="list-style-type: none"> ✓ Project Kick-off meeting ✓ Project Charter Development ✓ Project Schedule
Policy Gap Analysis	September - October 2020	<ul style="list-style-type: none"> ✓ Gap Analysis Document
Policy Review & Drafting	October - April 2021	<ul style="list-style-type: none"> ✓ Prepare and review modifications to existing CPPs. This will involve LUTAC, TransTac, PlanPOL, TransPOL Committees with direction and oversight from KRCC Executive Board and KRCC Board.
KRCC Board review and approval process	May – June 2021	<ul style="list-style-type: none"> ✓ KRCC Board review draft CPP updates in May ✓ LUTAC and consultant discuss Board feedback and make document revisions ✓ KRCC Board holds hearing in June and makes formal recommendation
Kitsap County legislative Process	June – August 2021	<ul style="list-style-type: none"> ✓ Public comment period ✓ SEPA review ✓ Kitsap County Commissioners' public meeting(s) and hearing process ✓ As necessary, develop policy amendments based on Commissioners' feedback. ✓ Kitsap County adoption by ordinance
Ratification	September – December 2021	<ul style="list-style-type: none"> ✓ 90-day ratification process

4

DRAFT PROJECT CHARTER

- ❑ Background and framework for the project
- ❑ High-level project approach, goals, and deliverables
- ❑ Project schedule and key milestones
- ❑ Roles and responsibilities
- ❑ Keys to project success
- ❑ Potential project risks and strategies to address those risks

5

SETTING GOALS UPFRONT IS VITAL






Multiple Kitsap
Regional Coordinating
Council (KRCC)
Committees and the
Executive Board

Multi-layer
recommendation and
approval process

Short project
timeframe/limited
meeting
opportunities


6

DRAFT PROJECT GOALS


-  Growth Management Act consistency
-  Vision 2050 consistency
-  Regional Centers Framework consistency (Element C)
-  Refresh document formatting
-  Add definitions of key terms

This is a Countywide Planning Policy (CPP) update, not a re-write

7



APPENDIX B-1 AND B-2 (GROWTH/EMPLOYMENT TARGETS)

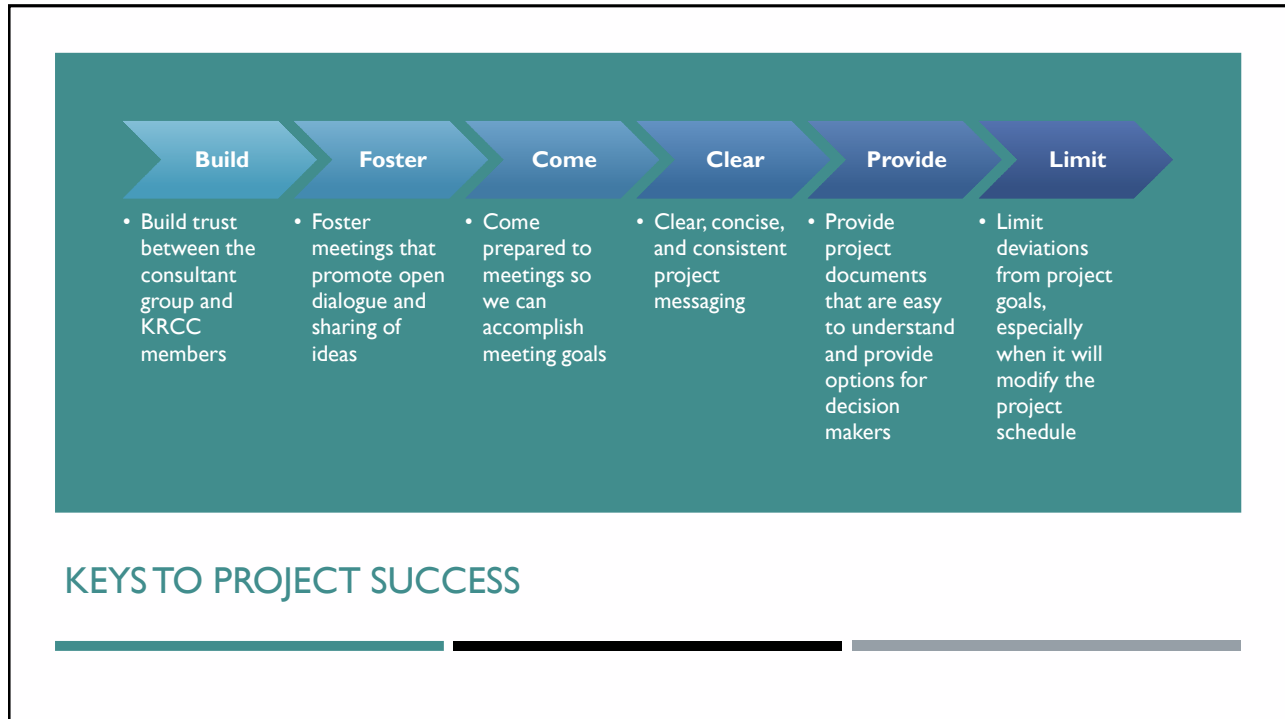


CENTERS DESIGNATIONS

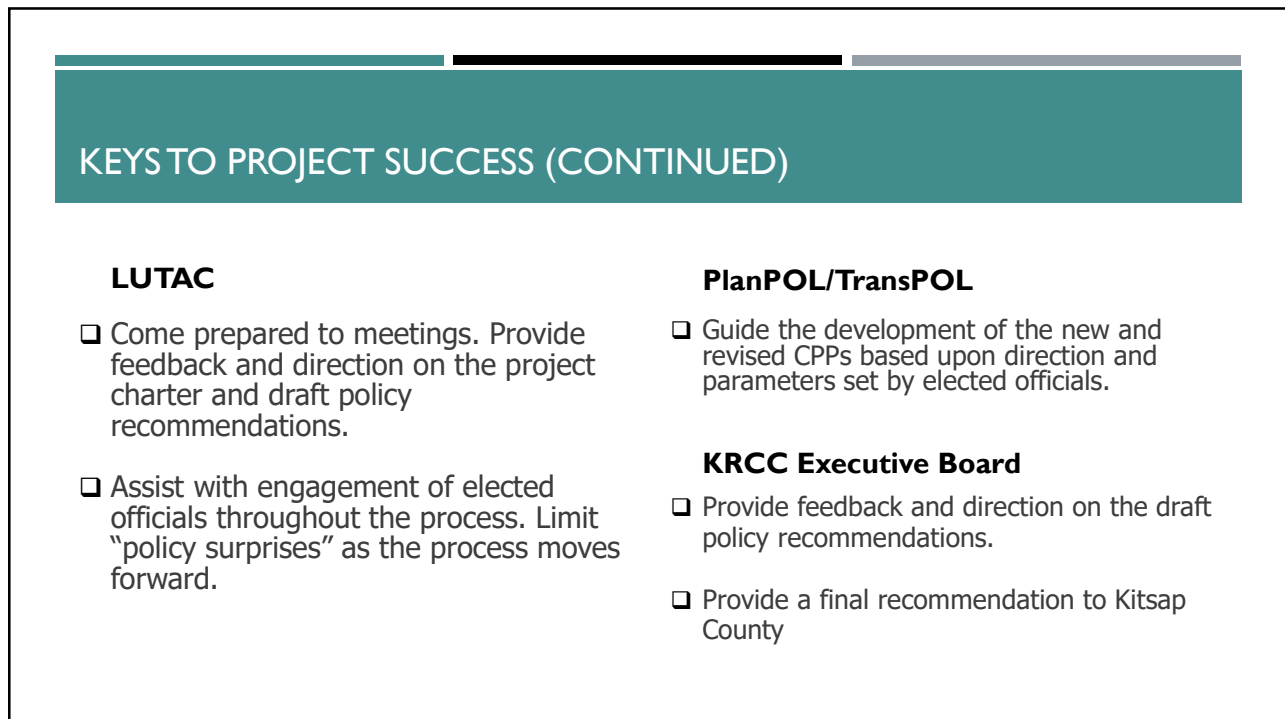
Both projects happening concurrently but on a separate track

WHAT IS NOT PROPOSED TO BE ADDRESSED WITH THIS UPDATE

8

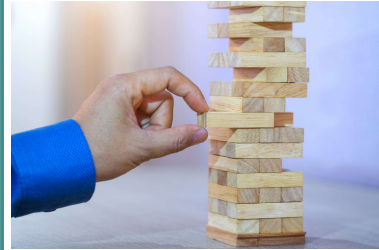


9



10

PROJECT RISK AND MITIGATION



SCOPE CHANGES/PROJECT SCHEDULE

Make sure the project approach, goals, and deliverables are decided on upfront.

LUTAC members brief key decisions and policy amendments with elected officials prior to meetings.

Brief and incorporate TransTAC/TransPOL feedback on certain project elements.

11



30 Sep.

September 30th – LUTAC. Charter review provided – no changes requested



20 Oct.

KRCC Executive Committee review

CHARTER REVIEW PROCESS

12

DRAFT GAP ANALYSIS – HIGH LEVEL FINDINGS AND FEEDBACK



GROWTH MANAGEMENT ACT (GMA)



PSRC VISION 2050



PSRC CENTERS FRAMEWORK

13

COMPARISON TABLE OVERVIEW

WA RCW & KITSAP CPP COMPARISON TABLE

RCW	Components of RCW	Is there a current Kitsap CPP that fully or partially implements the new or revised policy?	Proposed new or revised policy (if necessary)	Notes and Comments
		Related Kitsap CPP	Recommended Change to Kitsap CPP or Recommended New Policy	
RCW 36.70A.210 Countywide Planning Policies	(3) A countywide planning policy shall at the minimum, address the following: (a) Policies to implement RCW 36.70A.110;	Element A provides substantial policies implementing the requirements of RCW 36.70A.110. However, the following was added to 110 in 2009. It does not appear that policies have been added to address these changes. (8)(a) Except as provided in (b) of this subsection, the expansion of an urban growth area is prohibited into the one hundred year floodplain of any river or river segment that: (i) Is located west of the crest of the Cascade mountains; and (ii) has a mean annual flow of one thousand or more cubic feet per second as determined by the department of ecology. b) Subsection (8)(a) of this section does not apply to: (i) Urban growth areas that are fully contained within a floodplain and lack adjacent bulfsable areas outside the floodplain; (ii) Urban growth areas where expansions are precluded outside floodplains because: (A) Urban governmental services cannot be physically provided to serve areas outside the floodplain; or (B) Expansions outside the floodplain would require a river or estuary crossing to access the expansion; or (iii) Urban growth area expansions where: (A) Public facilities already exist within the floodplain and the expansion of an existing public facility is only possible on the land to be included in the urban growth area and located within the floodplains; or (B) Urban development already exists within a floodplain as of July 26, 2009, and is adjacent to, but outside of,		Consider developing policies in Element A (Countywide Growth pattern) to address these changes.

14

GROWTH MANAGEMENT ACT (GMA) –

DRAFT GAP ANALYSIS FINDINGS/DISCUSSION

- Issue overview
- Overall - current policies are in great shape.
- No changes to CPP requirements since 2015 CPP update.
- Issue sample:
 - Policy to address limits on UGA expansion into a floodplain
 - Affordable Housing Policy consideration
- Comments/Discussion/Ideas

15

VISION 2050 –

DRAFT GAP ANALYSIS DISCUSSION

- Overview
- Overall – most areas suggested for policy additions/revisions relate to new or modified policies
- Not every policy change requires a corresponding CPP
- VISION 2050 – new climate change chapter – direction from LUTAC
- Comments/Discussion/Ideas

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VISION 2050 –

DRAFT GAP
ANALYSIS
DISCUSSION

KEY CHANGES IN
VISION

- Health and equity (Regional Equity Strategy)
- Resilience
- Climate change
- Displacement
- Housing

17

CENTERS
FRAMEWORK
REVISED ELEMENT C

DRAFT GAP
ANALYSIS
DISCUSSION

- Draft Revised Element C is in good shape and implements the Centers Framework.
- Items for discussion:
 - Additional substantive changes do not appear to be required.

18

01
PIVOT FROM
CHARTER/GAP
ANALYSIS

02
PREPARE DRAFT
POLICY CHANGES
FOR
CONSIDERATION

03
CONTINUED
COMMUNICATION
WITH THE BOARD
AND COMMITTEES

NEXT STEPS

19

QUESTIONS?

20



KRCC Executive Committee Meeting Draft Summary

Draft v. 11-18-20

Date: November 17, 2020

Time: 11:00 A.M. - 1:00 P.M.

Location: Remote meeting

Members in Attendance (alphabetical): Councilmember Ashby, Mayor Erickson, Mayor Wheeler, Commissioner Wolfe

Table with 3 columns: Decisions, Actions, Who?, Status. Contains meeting minutes and action items.

1. Chair's Welcome

KRCC Chair Wolfe welcomed the Committee to the virtual meeting.

2. Committee Updates and Action Items

Executive Committee:

- List of committee updates and action items including membership changes, evaluation status, and legal services agreement.



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Land Use Items:

- Review Draft Countywide Planning Policies (CPPs) Crosswalk: The Executive Committee agreed to discuss the Draft CPP Crosswalk with their technical staff to ensure that the updated CPPs reflect current priorities.
- Review memo from LUTAC regarding consultant support for growth targets in 2021: The Executive Committee agreed that additional funding of approximately \$25,000 should be allocated for a consultant to support the Land Use Technical Advisory Committee (LUTAC) in working on growth targets.
- Review adjusted 2021 KRCC budget/dues including consultant support growth targets: KRCC staff shared the adjusted budget and dues including consultant support to focus on growth targets. It was noted that the 2021 budget includes \$41,000 for LDC Inc., \$25,000 for growth target work, and \$11,000 to support the Gorst Coalition. The cost of Triangle Associates decreased from 2020 to 2021.
- Draft 2021 Land Use Meeting Plan: Vice Chair Ashby met with Commissioner Gelder in mid-October. Given the reduced number of meetings there was need to understand the workflow and have a plan for the sequencing of discussions.
- Review Draft October 26 LUTAC Meeting Summary: No comments or discussion occurred regarding the Draft October 26 LUTAC meeting summary.
- Review November 12 LUTAC Meeting Agenda: No comments or discussion occurred regarding the November 12 LUTAC meeting agenda.
- Review Draft November 17 PlanPOL Meeting Agenda: No comments or discussion occurred regarding the Draft November 17 PlanPOL meeting agenda.

Transportation Items:

- Draft 2021 Transportation Meeting Plan: No comments or discussion occurred regarding the Draft 2021 Transportation meeting plan.
- Update on the Gorst Coalition: KRCC staff shared that the Gorst Coalition continues to meet regularly and the co-chairs are working on a Memorandum of Understanding (MOU). Review Draft November 12 TransTAC Meeting Agenda: No comments or discussion occurred regarding the November 12 TransTAC meeting agenda.
- Review Draft November 19 TransPOL Meeting Agenda: No comments or discussion occurred regarding the Draft November 19 Draft TransPOL meeting agenda.

3. Review the KRCC Board Agenda and Materials

- Review Draft December 1 Executive Board Meeting Agenda: No comments or discussion occurred regarding the December 1 Draft Executive Board meeting agenda.
- Review October 20 Executive Committee Meeting Summary: No comments or discussion occurred regarding the October 20 Executive Committee meeting summary.

4. New Business

- Debrief of Virtual Annual Legislative Reception: The KRCC Executive Committee shared there was substantive discussion and that the virtual format allowed for attendance by legislators



Kitsap Regional Coordinating Council

who may have had difficulty attending past in-person events. In the future, the Committee suggested balanced representation of regional and political perspectives. Another suggestion was to have fewer formal questions for the panel to allow time for an informal question and answer session at the end of the panel.

5. Administrative Agenda

- Approve Triangle Associates October 2020 invoice: The Executive Committee approved the October 2020 invoice of \$21,442.

6. Adjourn

The meeting adjourned at 12:07 PM.



KRCC Land Use Technical Advisory Committee (LUTAC) Meeting Agenda
v.11-5-2020

Date: November 12, 2020

Time: 9:30 am - 11:30 am

Remote Participation: There are two options for remotely participating in this meeting.

- **Option A - Video Conferencing and Screen Sharing.** Please click the following link: <https://zoom.us/j/91885184646>. You will likely be asked to download Zoom and then start the application. This will take you to the virtual meeting room.
- **Option B - Call in only.** If you are not by a computer, you can join by phone only. Please call (253) 215-8782 and then enter the *meeting number: 918-8518-4646* to enter the call. You do not need a participant ID, just press “#” to continue the call.

Meeting Objectives:

- Preview and share high-level feedback on the draft Phase 1 modifications to the Kitsap Countywide Planning Policies (CPPs) Policies (Elements A-F).
- Review the draft crosswalk between the CPPs and KRCC’s work plan.

1. Welcome and Introductions

2. Old Business

- a. Old Business
 - **ACTION:** Approve the draft [September 30 Meeting Summary](#) Packet Pg.
 - **ACTION:** Approve the draft [October 26 Workshop Summary](#) Packet Pg.
 - Brief update regarding the KRCC Countywide Planning Policies (CPP) Project Charter

3. Committee Updates and Work in Progress

- a. **Kitsap CPPs, Draft Policies**
 - Opportunity to review [initial Phase 1 modifications](#) to existing CPPs (includes Elements A-F) Packet Pg.
 - Establish comment process and timeline to provide feedback to LDC, Inc.
- b. **New Business: Kitsap CPPs and KRCC Work Program Crosswalk**
 - Review the draft crosswalk between the [KRCC Work Program and Kitsap CPPs](#). Packet Pg.
(*feedback requested by December 11*) Packet Pg.
 - Review of [draft 4-Year Land Use Planning Timeline](#) by KRCC staff

4. Administrative Agenda

- Review [Draft Consultant Support Memo](#) Packet Pg.
 - Discuss scope for potential growth target consultant in 2021.
 - Discuss any updates to the overall KRCC 2021 budget to complete growth target setting.
- Discuss the [draft November 17 PlanPOL meeting agenda](#) Packet Pg.
 - Are there any additional changes to the November meeting agenda?

5. Wrap Up

- Recap topics covered and summarize key decisions and action items

6. Adjourn

Land Use Planning Policy Committee (PlanPOL) Meeting Agenda
Tuesday, November 17, 2020 | 1:30 p.m. – 3:00 p.m. | v.11-12-2020

Remote Meeting Information:

- Link to the video conference and view the screen share: <https://zoom.us/j/99279129995>. If you are joining by video, please add your affiliation after your name.
- To participate by phone only: Dial 253-215-8782 and enter the Meeting ID: 992-7912-9995

Meeting Objectives:

- Receive a presentation regarding the City of Bremerton and Kitsap County Affordable Housing Recommendations Report.
- Receive a briefing from LDC, Inc regarding the Kitsap Countywide Planning Policies (CPP) updates and timeline.

1. Welcome, Introductions, and Meeting Objectives

2. Committee Updates and Action Items

- Old Business
- **ACTION:** Approve the draft [June 16, 2020, PlanPOL Meeting Summary](#) Packet Pg.

3. New Business

- Presentation: [City of Bremerton and Kitsap County Affordable Housing Recommendations Report](#) Packet Pg.
Objective: Gain information regarding affordable housing in Kitsap County.
 - For Reference: [Final Affordable Housing Inventory Report](#)
- Kitsap Countywide Planning Policies (CPPs) Updates and Development
Objective: Receive updates regarding the process to revise the Kitsap CPPs
 - Brief recap of [Kitsap CPP Project Charter](#) by LDC team Packet Pg.
 - Overview of [preliminary gap analysis documents](#) by LDC team Packet Pg.
 - Review of [draft KRCC Work Plan/CPP Crosswalk](#) by KRCC staff Packet Pg.
 - Review of [draft 4-Year Land Use Planning Timeline](#) by KRCC staff Packet Pg.

4. Administrative Agenda

- Standing Item: Affordable Housing round-robin
- The next meeting will be held on January 19, 2021

5. Wrap Up

- Summarize key decisions and action items

6. Public Comments

7. Adjourn



DRAFT TransTAC Meeting Agenda

Thursday, November 12, 2020 | 12:30 PM–2:30 PM | Remote Meeting:

- Link to participate in the video conference and view the screen share:
<https://zoom.us/j/938664782>
- Phone in via cellphone (1-touch dial): +17207072699,,938664782#,,#
- Phone in on a landline: Dial 720-707-2699 and enter the Meeting ID: 938-664-782#

Topic	Documents
<p>A. Welcome and Old Business <i>Objective: Maintain the business and operations of KRCC.</i></p> <ul style="list-style-type: none"> • Introductions • Approve 9/10/20 TransTAC Meeting Summary 	<ul style="list-style-type: none"> - 2020 meeting calendar (pg) - 9/10/20 TransTAC Meeting Summary (pg)
<p>B. Briefing on Updates to Countywide Planning Policies <i>Objective: Coordinate with the CPP consultant and Land Use Technical Advisory Committee on the transportation related updates to the CPPs.</i></p> <ul style="list-style-type: none"> • LDC/Parametrix will provide an overview of the project and where we are in the process, as well as an overview of key VISION transportation policy changes. • Hear from TransTAC to on which areas they want to provide early feedback on new and revised CPPs • Action Requested: Review CPP/KRCC Crosswalk and provide recommendations on which Sections should be addressed by TransTAC's in 2021 by December 11 	<ul style="list-style-type: none"> -Existing CPP Element C: Centers and Element H: Transportation (pg) -CPP Update Gaant Chart (pg) -CPP/KRCC Crosswalk (pg)
<p>C. Regional Project Evaluation Committee and other PSRC Updates <i>Objective: Share updates on recent regional planning related developments at Puget Sound Regional Council.</i></p> <ul style="list-style-type: none"> • RPEC and other PSRC Boards/Committees updates • Updates from PSRC • Project Check-ins watchlist projects (<i>as needed</i>) 	<ul style="list-style-type: none"> -Monthly PSRC Update (pg)
<p>D. Presentation on Local Maintenance and Preservation Expenditure Estimates for the 2022 Regional Transportation Plan <i>Objective: Stay engaged through the development of the 2022 Regional Transportation Plan.</i></p> <ul style="list-style-type: none"> • PSRC Presentation to review draft methodologies for developing city and county maintenance and preservation expenditure estimates, as part of the 2022 Regional Transportation Plan Financial Strategy 	
<p>E. Corridor Updates <i>Objective: Share updates on cross jurisdictional corridor projects.</i></p> <ul style="list-style-type: none"> • SR 305, SR 16/Gorst, SR 104, SR 303, others 	
<p>F. Solutions and Support <i>Objective: Support fellow TransTAC members in troubleshooting current challenges.</i></p>	

<ul style="list-style-type: none"> • Discussion of challenges faced by individual jurisdictions and potential solutions from TransTAC members 	
<p>G. Announcements and Next Steps <i>Objective: Ensure follow up on proposed ideas and tasks.</i></p> <ul style="list-style-type: none"> • Action Required: Populate Annual Transportation Project Progress Report for KRCC Board • Review action items • KRCC Legislative Reception Tonight (virtual and free) • Propose agenda items for the next TransTAC meeting on Thursday, Jan. 14 • Next TransPOL meeting: November 19 • Announcements 	<p>Link to Annual Transportation Project Status Report</p> <p>Register for KRCC Legislative Reception here.</p>
<p>Adjourn</p>	



Draft TransPOL Meeting Agenda
Thursday, November 19, 2020 | 3:15-4:45 PM

This is an online meeting due to the COVID-19 pandemic and Governor Inslee's "Stay Home, Stay Healthy" Proclamation.

To participate:

- Link to participate in the video conference and view the screen share: <https://zoom.us/j/938664782>. If you are joining by video, please add your affiliation after your name.
- To participate by phone only: Dial 720-707-2699 and enter the Meeting ID: 938-664-782#

Purpose: To hear an update from PSRC on VISION 2050, receive a briefing on the CPP update process, and continue the discussion of supporting large regional transportation projects in Kitsap.

A. Welcome and Business (5 min)

Objective: Maintain the business and operations of KRCC.

- Latest [2020 KRCC calendar](#) (pg.) and [proposed 2021 KRCC calendar](#) (pg.)
- Approve draft [August 20, 2020 meeting summary](#) (pg.) (Vote)

B. General PSRC Updates (15 min)

Objective: Hear an update from PSRC on the recently approved update to VISION and initial Project Selection Criteria conversations.

- [Final VISION 2050](#) (link)
- Project Selection Criteria updates

C. Countywide Planning Policies (CPPs) Update Briefing (15 min)

Objective: Coordinate with the land use committees on the transportation related updates to the CPPs.

- KRCC staff briefing on CPP update process and timeline
- Note that TransTAC will develop a recommendation to TransPOL on which CPP transportation components to take up in 2021

D. Supporting Large Regional Projects in Kitsap (35 min)

Objective: Discuss how to fund regionally significant projects outside of the PSRC Competitions.

- What transportation funding mechanisms should be examined in more detail? Which of these mechanisms require multijurisdictional collaboration?
- What is a unified "problem statement" regarding the need for additional funding outside of the PSRC Competitions?
- Reference document: [WSDOT 2019 County by County Analysis](#)

E. PSRC Transportation Policy Board Updates (5 min)

Objective: To stay current with PSRC transportation activities.

- Report out on the latest Transportation Policy Board meeting.

F. Corridor Updates (5 min)

Objective: Share updates on corridor projects.

- SR 305, SR 16/Gorst, SR 104, SR 307

G. Announcements and Next Steps (5 min)

Objective: Ensure follow up on proposed ideas and tasks.

- Next TransPOL meeting in 2021

H. Public Comments (5 min)

I. Adjourn



**PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE
KITSAP REGIONAL COORDINATING COUNCIL (KRCC)**



PSRC BOARDS v.11/5/20

Executive Board

Date of Next Meeting: **December 3, 2020** • 10:00-11:30 AM
Topics from Meeting: **October 22, 2020** (packet posted [here](#)):
(General Assembly on October 29)

- Communications and Public Comment
- President’s Remarks; Executive Director’s Report; Operations Committee Report
- Action: Approval of Projects Proposed for PSRC’s 2023-2024 Federal Highway Administration and Federal Transit Administration Funds
- Consent Agenda:
 - New Policy Compensating Members of PSRC Funded Focus Groups and/or Committees
 - Contract Authority for Consultant Services for the Regional Housing Strategy
 - Certification of Regional Center Subarea Plans for Bellevue, Burien, Puyallup – Downtown Puyallup South Hill
- New Business: Adopt 2021-2024 Regional Transportation Improvement Program
- Discussion: Regional Aviation Baseline Public Survey Results

Contact: Sheila Rogers - srogers@psrc.org; **KRCC Members:** Commissioner Garrido, Mayor Erickson, Commissioner Strakeljahn, Mayor Wheeler, Mayor Putaansuu; Alternates: Commissioner Gelder, Commissioner Bozeman, Councilmember Ashby, Mayor Schneider, Councilmember Gorman, Commissioner Gary Anderson

Transportation Policy Board (TPB)

Date of Next Meeting: **December 10, 2020** • 9:30 – 11:30 AM
Topics from **November 12, 2020** Meeting (agenda posted [here](#)):

- Consent: Approve Minutes of TPB Meeting held 10/8/20
- Discussion:
 - Regional Equity Strategy Update
 - Regional Transportation Plan Outreach
 - Specialized Transportation Services Outreach
 - Annual Transit Integration Report
 - Project Selection Task Force Scoping

Contact: Casey Moreau - cmoreau@psrc.org

KRCC Members: Mayor Erickson, Councilmember Ashby, Commissioner Gelder, Councilmember Mills, Mayor Wheeler; Alternates: Commissioner Garrido, Councilmember Pollock, Director Clauson, Commissioner Bozeman, Councilmember Gorman

Growth Management Policy Board (GMPB)

Date of Next Meeting: **November 19, 2020** • 10:00 AM – 12:00 PM
Topics from **October 15, 2020** Meeting: (packet posted [here](#)):

- Consent: Approve Minutes of GMPB Meeting held 9/17/2020
- Action: Approve Deadline Extension for the Greater Downtown Kirkland Regional Growth Center Application
- Discussion: Plan Review Manual Update Project
- Discussion: Regional Housing Needs Assessment Findings
- Information: Non-voting seat application period open now

Contact: Kristin Mitchell – kmitchell@psrc.org

KRCC Members and Affiliates: Commissioner Wolfe, Councilmember Pollock, Mayor Wheeler, Director Purser; Alternates: Commissioner Garrido, Mayor Putaansuu, Councilmember Gorman, Tom Ostrom, Andrea Spencer

Economic Development District Board

Date of Next Meeting: **December 2, 2020** • 1:00 – 3:00 PM
Topics from **November 4, 2020** Meeting: (packet posted [here](#)):

- Communications and Public Comments
- Discussion: Economic Development 2021 Focus Areas Work Session

Contact: Mikayla Svob - msvob@psrc.org

KRCC Members and Affiliates: Commissioner Garrido, Councilmember Stern, Commissioner Strakeljahn, Chairman Forsman, Mayor Wheeler, John Powers; Alternates: Commissioner Wolfe, Councilmember Mills, Commissioner Bozeman, Councilmember Cucciardi, Councilmember Gorman, Commissioner Anderson

Operations Committee (OC)

Date of Next Meeting: **December 3, 2020** • 9:00 – 9:50 AM
Topics from **October 22, 2020** Meeting: (packet posted [here](#)):

- Consent: Approve Minutes of Meeting held 9/24/20, Vouchers 9/15/20-10/12/20
- Action: New Policy on Compensating Members of PSRC Funded Focus Groups/Committees, Contract Authority for Consultant Services for the Regional Housing Strategy
- Information/Discussion: Proposed FY2022-23 Budget and Work Program Assumptions and Financial Policies, Monthly Budget Progress Report; Contract Status Report; Completed Contracts; Grant Status Report

Contact: Casey Moreau - cmoreau@psrc.org; **KRCC Members:** Mayor Erickson; Alternates: Commissioner Gelder



**PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES FOR THE
KITSAP REGIONAL COORDINATING COUNCIL (KRCC)**



PSRC COMMITTEES v.11/5/20

<p><u>Regional Staff Committee (RSC)</u> Date of Next Meeting: TBD 2021 • 9:30 AM – 11:30 AM Topics from November 5, 2020 Meeting: (packet posted here):</p> <ul style="list-style-type: none"> • Discussion: Regional Housing Needs Assessment, Regional Transportation Plan Outreach, VISION 2050 Regional Growth Strategy <p>Contact: Ben Bakkenta- bbakkenta@psrc.org KRCC Affiliates: Eric Baker, Nick Bond, Ed Coviello, Andrea Spencer, Karla Boughton; Alternates: Jeff Rimack, Heather Wright</p>	<p><u>Regional FTA Caucus</u> Date of Next Meeting: December 9, 2020 • 10:30 AM – 12:00 PM Topics from October 14, 2020 Meeting: (packet posted here):</p> <ul style="list-style-type: none"> • Action: Approval of 6/10/20 meeting summary • Discussion: Feedback on Project Selection Process for FTA Funding, Transit Agency Contracted Services Agreements, PSRC's FTA Project Tracking Update <p>Contact: Sarah Gutschow - sgutschow@psrc.org KRCC Affiliates: Steffani Lillie; Alternate: Jeff Davidson</p>
<p><u>Bicycle/Pedestrian Advisory Committee (BPAC)</u> Date of Next Meeting: January 12, 2020 • 10:00 AM – 12:00 PM Topics from November 10, 2020 Meeting: (agenda posted here):</p> <ul style="list-style-type: none"> • Action: Approval of Meeting Summary 9/8/20 • Discussion: Bicycle and Pedestrian Facility and Count Data Inventories; 2022 Regional Transportation Plan Bicycle and Pedestrian Facility Typology and Access to Transit • Roundtable: Announcements of Bicycle/Pedestrian Activities <p>Contact: Sarah Gutschow - sgutschow@psrc.org KRCC Affiliates: David Forte, Chris Dimmitt, Megan Moore, Chris Wierzbicki; Alternates: Melissa Mohr, Andrea Archer-Parson; Anthony Burgess</p>	<p><u>Regional Project Evaluation Committee</u> Date of Next Meeting: December 4, 2020 • 9:30 – 11:00 AM Topics from October 23, 2020 Meeting: (agenda posted here):</p> <ul style="list-style-type: none"> • Action: Approval of 9/25/20 meeting summary • Transportation Policy Board Debrief • Discussion: 2022 Project Selection Process Revision Proposals • Discussion: Regional Transportation Plan Maintenance and Preservation Estimates, Upcoming Funding Opportunities <p>Contact: Kelly McGourty - kmcgourty@psrc.org KRCC Affiliates: David Forte, Steffani Lillie, Fred Salisbury, Shane Weber, Mark Dorsey Alternates: Jeff Shea, Arne Bakker, Jeff Davidson, Ned Lever, Chris Dimmitt, Diane Linius</p>
<p><u>Transportation Operators Committee (TOC)</u> Date of Next Meeting: December 2, 2020 • 10:00 AM– 12:00 PM Topics from October 28, 2020 Meeting: (packet posted here):</p> <ul style="list-style-type: none"> • Action: Approval of 8/26/20 meeting summary • Discussion: Regional Transportation Plan Transit Components, Puget Sound Passenger Only Ferry Update, PSRC Park and Ride Data Dashboard, 2020 Transit Integration Report Status, Transit Agency Roundtable • Information: 2020-21 Planned Meeting Topics <p>Contact: Gil Cerise - gcerise@psrc.org; KRCC Affiliates: Steffani Lillie; Alternate: Ed Coviello</p>	<p><u>Regional Traffic Operations Committee (RTOC)</u> Date of Next Meeting: TBD, 2020 • 9:30 – 11:00 AM Topics from September 3, 2020 Meeting (agenda posted here):</p> <ul style="list-style-type: none"> • Presentation: Pacific Northwest Transportation Consortium Traffic Performance Score Website • Discussion: Review draft ITS Survey for 2022 RTP Financial Strategy <p>Contact: Gary Simonson - gsimonson@psrc.org KRCC Affiliates: Jeff Shea, Andrea Archer Parsons, Steffani Lillie; Alternates: Shane Weber</p>