



Kitsap Regional Coordinating Council

Chair
Councilmember Bek Ashby ❖
City of Port Orchard

Vice-Chair
Councilmember Wayne Roth ❖
City of Bainbridge Island

Commissioner Charlotte Garrido
Commissioner Rob Gelder ❖
Commissioner Ed Wolfe
Kitsap County

Mayor (TBD in January)*
City of Bainbridge Island

Mayor Rob Putaansuu
City of Port Orchard

Mayor Becky Erickson ❖
Council Member Ed Stern *
City of Poulsbo

Council Chair Leonard Forsman
Fisheries Director Rob Purser*
Suquamish Tribe***

Council Chair Jeromy Sullivan
Noo-Kayet CEO Chris Placentia *
Port Gamble S'Klallam Tribe***

Commissioner Axel Strakeljahn
Commissioner Larry Stokes *
Port of Bremerton

Captain Tom Zwolfer
Silvia Klatman, PAO *
Naval Base Kitsap **

Executive Director John Clauson
Kitsap Transit ***

* Alternate
** Ex Officio Member
*** Associate Member
❖ Executive Committee

Mailing Address:
614 Division Street
Port Orchard, WA 98366
360.337.4960
www.KitsapRegionalCouncil.org

Betsy Daniels, Program Director
Triangle Associates, Inc.

Kitsap Regional Coordinating Council (KRCC) Meeting Agenda
January 5, 2015 | 10:15 AM – 12:15 PM
Norm Dicks Government Center, Council Chambers, Bremerton, WA

Topic	Documents
A. Welcome and Introductions*	
B. Chair's Comments*	-Exec. Comm. Mtg. Summary -Updated KRCC Bylaws -2016 Rosters -2016 Meeting Calendar
C. Approval of December meeting summary* ➔ Vote Required	-December KRCC Board meeting summary
D. 2016 Executive Committee Members	-Draft Exec. Comm. Proposal
E. Regional and Countywide Competitions 1. Presentation on draft evaluation criteria for the Countywide Competition (Jennifer Wieland)	-Draft Call for Projects -Draft Evaluation Criteria
F. Proposal for Land Use Technical Advisory Committee (LUTAC)	-Draft LUTAC proposal
G. Passenger-only Ferries	
H. Update on TransPOL, TransTAC, and the Planning Directors Forum*	
I. PSRC Update*	-Monthly PSRC Update
J. Federal and State Legislative Tracking* 1. West Sound Alliance (WSA) update	
K. Administrative Report*	-Budget to Actual Report
L. Review of Next Steps*	
M. Public Comments*	
Adjourn	

*Standing agenda item



Kitsap Regional Coordinating Council

KRCC Executive Committee Draft Meeting Agenda, Key Discussion Topics and Outcomes

Dec. 15, 2015 | 1:00-2:30 PM | City of Poulsbo

Topic	Documents	Key Discussion Topics and Outcomes
<p>1. Review draft agenda for Jan 5, 2016 KRCC Board Meeting and focus on the following:</p> <ul style="list-style-type: none"> • Agenda Item D - Regional and Countywide Competition • Agenda Item E - Study Session Dates: • Agenda Item F - Passenger-Only Ferries • Agenda Item G - KRCC's Policies and Procedures Manual 	<p>Draft Call for Projects</p> <p>Draft Criteria</p>	<ul style="list-style-type: none"> • General: Include the updated KRCC Bylaws in the Board Packet for the January meeting. • Agenda Item D – January 31st should be the deadline for submitting local centers for to be considered in the Countywide Competition. All new local centers must be in existing and published plans. Also, “Current Comp. Plan” in the draft criteria should be defined as “as of Dec. 31st, 2015”. KRCC staff will develop a list of all awarded and not awarded projects since 2006. • Agenda Item E – Hold Study Sessions in February, April, July and November. Focus on Comp. Plan updates, the Growth Management Act, and work plan efforts related to land use. The Executive Committee will review a Study Session proposal at its January meeting. • Agenda Item F – Gain clarification from Kitsap Transit on what they want to present. • Agenda Item G: KRCC staff will work on this manual and it does not need to be an agenda item for the January KRCC Board Meeting
<p>2. 2016 Executive Committee membership</p>		<ul style="list-style-type: none"> • Develop formal proposal on 2016 Exec. Committee membership for Board consideration
<p>3. Other</p>		<ul style="list-style-type: none"> • The Planning Directors Forum should be formalized into a committee of the KRCC Board. This will be a proposal at the January Board Meeting.

**KITSAP REGIONAL COORDINATING COUNCIL
BYLAWS (AMENDED)**

Section 1. PURPOSE: To establish the operating structure and procedures necessary to effect the intent of the Kitsap Regional Coordinating Council Interlocal Agreement.

Section 2. NAME OF ORGANIZATION: The organization is a legal entity known as the Kitsap Regional Coordinating Council herein referred to as the “Council.”

Section 3. ESTABLISHMENT: The Council is established by an interlocal agreement, as amended from time to time, known as the Kitsap Regional Coordinating Council Interlocal Agreement.

Section 4. DEFINITIONS: The following terms have the meaning prescribed to them in this section unless the context of their use dictates otherwise, and are the same terms and meanings set forth in the Kitsap Regional Coordinating Council Interlocal Agreement:

4.1 “*Member agency*” means a voting and dues paying municipal or other government entity located within Kitsap County, which is a party to this Agreement.

4.2 “*State*” means the State of Washington.

4.3 “*Region*” means the territory physically lying within the boundaries of Kitsap County.

4.4 “*Kitsap Regional Coordinating Council*” or “*Council*” means the separate legal entity established by this Agreement to represent member agencies to carry out those powers and managerial and administrative responsibilities delegated pursuant to the provisions of this Agreement.

4.5 “*Majority vote*” means more than one-half of the votes cast when a quorum is present and must also include a majority of votes from County commissioners and a majority of votes from the representatives of at least two separate cities.

4.6 “*Executive Board*” shall mean the representatives of member agencies of the Kitsap Regional Coordinating Council identified in Article IV.B. of the Inter-Local Agreement (incorporated below and amended to clarify as to Council/Manager form of government, March 2, 2010).

The Executive Board is comprised of the following representatives of member agencies:

1. County Government: three (3) members of the Kitsap County Board of Commissioners;
2. City Governments:
 - a. The Mayor of each city having a population of 10,000 persons or less;
 - b. The Mayor and one (1) member of the City Council of each city having a population between 10,001 persons and 30,000 persons;

- c. The Mayor and two (2) members of the City Council of each city having a population greater than 30,000 persons;
3. A city with a Council/Manager form of government may select one (1) member of the City Council instead of a Mayor. The number of additional City Council members representing the city shall be as described in 2a-c above.
4. Port of Bremerton: one (1) representative consisting of a Port Commissioner.
5. City Council, and Port of Bremerton representatives may be selected by whatever means established by each specific member agency for a two (2) year term.

4.7 “*Cost Allocation*” means annual dues (the annual allocation among Member agencies of the cost of Council operations determined by the Executive Board for the purposes of calculating members’ obligations to contribute to the funding of Council operations for the year, and for the purposes of calculating obligations and distributions in the event of withdrawal or termination).

4.8 “*Ex Officio Member*” means a non-voting, non-dues paying member of the Council.

4.9 “*Two-thirds majority vote*” means a majority vote and also requires a majority of votes from County commissioners and a majority of votes from the representatives from at least two separate cities.

4.10 “*Associate Member*” means a member of the Council which is not a party to this Agreement and who enters into a separate agreement with the Council that establishes the Associate Member’s level of participation in Council activities.

4.11 “*Executive Director*” is the person appointed by the Executive Board to accomplish the work plan adopted by the Executive Board.

Section 5. DISPUTE RESOLUTION PROCEDURES: The Council acts to facilitate consistency among local plans and between local plans and the County-wide Planning Policies consistent with the Growth Management Act. In cases where the Council finds apparent inconsistency between a local comprehensive plan and the County-wide Planning Policies, it will notify the jurisdiction of the inconsistency and initiate a process of review to try to achieve consistency. If, after completion of this process, the inconsistency remains, the Council will, where appropriate, recommend specific changes to the jurisdiction to achieve consistency.

In the event of conflict among member agencies regarding amendments to County-wide planning policies, which is not resolved after reasonable efforts, the conflict shall be brought to the attention of the Council in writing by one or more of the member agencies involved in the conflict. The written notice must inform the Council of the nature of the conflict, and the agency providing notice must justify its position for contesting the County-wide planning policies. The Council will use the notice to initiate a process for review, and recommend a resolution to the conflict.

Section 6. PUBLIC PARTICIPATION: The Council provides for effective means of public participation in its deliberations.

Section 7. ALTERNATE AND EX OFFICIO REPRESENTATION:

7.1. Alternate representatives to the Council may be designated by each member agency and by ex officio members. Alternate representatives for member agencies shall consist only of elected official(s). Only in the absence of a representative shall a designated alternate be entitled to voting privileges. Each designated alternate is entitled to the same voting privileges as the representative.

7.2. The Council can consider Ex Officio membership status for other government entities, at their discretion. This category of membership is designed to increase policy-level communication and collaboration among other public agencies within Kitsap County.

7.2.1 Ex Officio members do not vote.

7.2.2 Ex Officio members shall not pay membership dues.

7.2.3 Ex Officio members' representative may be selected by whatever means established by each specific member agency for a two (2) year term. Ex Officio members' representatives may have a designated alternate.

7.2.4 The Council's designation of Ex Officio members shall be by simple majority vote in conformance with Section 9.5 herein.

SECTION 8. 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.

8.2 The Chair and Vice Chair serve a one-year term from the first day of January through the last day of December of each year.

8.3 In the event there is a vacancy in the office of the Chair, the Vice Chair succeeds to the office of Chair for the unexpired portion of the term. In the event there is a vacancy in the office of Vice Chair, the Council elects a new Vice Chair at the next regular meeting to serve the unexpired portion of the term. In the event both offices become vacant, the Council elects a new Chair and Vice Chair to serve the unexpired portion of the terms.

8.4 Duties of the Chair:

8.4.1 The Chair is a member of the Executive Board, and presides at the meetings of the Council;

8.4.2 Create, appoint, and discharge Council committees unless otherwise provided in these By-laws;

8.4.3 Serve as Chair of the Executive Committee;

- 8.4.4. Call for the vote on all motions properly presented and seconded;
- 8.4.5 Enforce the procedural rules of the Council during meetings
- 8.4.6 Participate in deliberations of the Council;
- 8.4.7 Vote in all matters before the Council;
- 8.4.8 Ensure that the functions of the Council are carried out to the best of his or her abilities;
- 8.4.9 Make reports as necessary to the Council; and
- 8.4.10 Execute on behalf of KRCC all contracts, agreements, and other documents and papers duly authorized by the KRCC that may require signature.

8.5 The Vice Chair performs the duties of the Chair in the absence of the Chair and is a member of the Executive Committee.

Section 9. MEETINGS, QUORUM, VOTING:

9.1 The Council meets monthly or as necessary to fulfill its purpose and function, to discuss issues of mutual interest, and to take action on items as necessary or appropriate.

9.2 Meetings of the Council and Standing Policy Committees created by the Chair shall conform to the Open Public Meetings Act, Chapter 42.30 RCW.

9.3 On items that are deliberative in nature, the Council strives for consensus. Procedures in the current edition of Robert’s Rules of Order-The Modern Edition are adopted by the Council for its regular and special meetings unless they are inconsistent with these By-laws or any special rules of order the Council has adopted.

9.4 A quorum of the Council is a simple majority of representatives of member agencies. Each representative of a member agency who is present at the meeting shall be entitled to cast one vote. Designated alternatives are entitled to vote only in the absence of the representative as set forth in Section 7.1 herein. Telephonic participation is not authorized for regular meetings, but is authorized for special meetings pursuant to section 9.6.5.

9.5 Unless otherwise specified, actions by the Council are affirmed by a simple majority vote. A majority vote is more than one-half (1/2) of those present and voting. A majority vote and a two-thirds majority vote also requires a majority of votes from County commissioners and a majority of votes from the representatives from at least two separate cities.

9.6 Special Meetings may be called, pursuant to Chapter 42.30 RCW, at any time as follows:

9.6.1 The Chair, after a reasonable attempt to contact each of the other members of the Executive Committee and with concurrence of a majority of the Executive Committee, may call a special meeting of the Council.

9.6.2 Written notice must be delivered personally or by mail and by e-mail or fax, at least 24 hours before the time of the special meeting, to each member of the Council and to each local newspaper of general circulation and each local radio or television station

that has on file with the Council a written request to be notified of that special meeting or of all special meetings. Written notice is not required when a member, prior to or at the meeting, files written notice of waiver of notice, or the member is telephonically present pursuant to section 9.4, or is physically present at the meeting.

9.6.3 The notice must specify the time and public place of the special meeting, and the business to be transacted.

9.6.4 The Council may take final action only concerning matters identified in the notice of the meeting.

9.6.5 Telephonic participation via speakerphone is allowed for special meetings. Any or all members may participate telephonically. The place selected for the meeting must be equipped with a speakerphone with conference call capability. Members participating telephonically must identify themselves while voting telephonically and as needed during discussion.

9.6.6 A quorum of the Council must participate, and voting majorities as described in Sections 9.4 and 9.5 are required for action.

9.7 The Council may organize, sponsor, and convene general assembly meetings of member agencies, Ex Officio members, and Associate members.

9.8 Staff or elected officials from municipal or government entities within Kitsap County that choose not to be a dues paying member of KRCC and are not voted in as an Ex-Officio or Associate member may not have a regular seat, but may make presentations to standing KRCC committees to ensure access to regional transportation funding and to support consistency with comprehensive plans and Countywide Planning Policies across the Kitsap County jurisdictions.

Section 10. COMMITTEES:

10.1 At the first Executive Board meeting of each calendar year, the Chair appoints an Executive Committee. Members of the Executive Committee will include: one County Commissioner, and two representatives of two City governments and includes the Chair and Vice Chair, for a minimum of three members. The Executive Committee's responsibilities include:

10.1.1 Monitoring the annual work program and budget performance and recommending revisions, if necessary;

10.1.2 General oversight of the executive director, consistent with the Council's contract with the executive director for such services; or, of any employee hired by the Council. The Executive Committee is responsible for reviewing and ensuring that all expenditures submitted for reimbursement by the executive director complies with the executive director's contract;

10.1.3 Oversight of the Council's records retention requirements;

10.1.4. Recommending amendments to the Interlocal Agreement and By-laws;

10.1.5 Preparing a recommended annual work program and budget for the succeeding year; and

10.1.6 Undertaking such studies and activities as assigned by the Chair or Council.

10.2 The Chair may appoint or the Council may request that the Chair appoint other committees as needed to advise or assist the Council in fulfilling its functions. Committee composition should include, as appropriate, representatives of County, City and Tribal governments, the Port of Bremerton, or other members.

Section 11. AMENDMENTS: These By-laws may be amended at a meeting of the Council by a two-thirds (2/3) majority vote of those present and voting, provided that a copy of the proposed amendment has been sent to each Council representative at least thirty (30) business days prior to the meeting at which the vote to amend is scheduled. Voting must be in conformance with Section 8.5 herein.



2016 KRCC DRAFT ROSTER

Jurisdiction	Executive Board	Planning Directors Forum	TransPOL	TransTAC
City of Bainbridge Island	Mayor (TBD in January) Councilmember and KRCC Vice-Chair Wayne Roth*	Jennifer Sutton	Councilmember Val Tollefson	Barry Loveless Chris Hammer, alternate
City of Port Orchard	Mayor Rob Putaansuu Councilmember and KRCC Chair Bek Ashby*	Nick Bond	Councilmember Bek Ashby	Mark Dorsey
City of Poulsbo	Mayor Becky Erickson* Councilmember Ed Stern, alternate	Barry Berezowsky	Mayor Becky Erickson Councilmember Gary Nystul	Andrzej Kasiniak Diane Lenius, alternate
Kitsap County	Commissioner Charlotte Garrido Commissioner Rob Gelder* Commissioner Ed Wolfe	Patty Charnas and Jeff Rowe Katrina Knutson, alternate	Commissioner Charlotte Garrido Commissioner Rob Gelder	David Forte Jeff Shea, alternate
Kitsap Transit	Executive Director John Clauson	Ed Coviello	Executive Director John Clauson	Steffani Lillie Ed Coviello, alternate
Naval Base Kitsap	Captain Tom Zwolfer Public Affairs Officer Silvia Klatman, alternate	Lynn Wall		Lynn Wall
Port Gamble S'Klallam Tribe	Council Chair Jeromy Sullivan CEO Chris Placentia, alternate	Barrett Schmanska		TBD
Port of Bremerton	Commissioner Axel Strakeljahn Commissioner Larry Stokes, alternate		Commissioner Axel Strakeljahn	Fred Salisbury
Suquamish Tribe	Council Chair Leonard Forsman Director Rob Purser, alternate	Alison O'Sullivan		Alison O'Sullivan
Other		<u>Puget Sound Regional Council:</u> Yorik Stevens-Wajda and Paul Ingrahm		<u>WA Dep't of Transportation:</u> TBD Dennis Engel, alternate <u>Washington State Ferries:</u> Ray Deardorf <u>Puget Sound Regional Council:</u> Jeff Storrar

*Member of the KRCC Executive Committee



Kitsap Regional Coordinating Council

Draft 2016 Meeting Schedule

<p align="center">Executive Board*</p> <p>Main Meeting Chambers, Norm Dicks Government Center, Bremerton 10:15 AM – 12:15 PM <i>First Tuesday of the Month</i></p> <table border="0"> <tr> <td>Jan 5</td> <td>Feb. 2</td> <td>Mar. 1</td> </tr> <tr> <td>Apr. 5</td> <td>May 3</td> <td>June 7 (subject to change)</td> </tr> <tr> <td>Retreat</td> <td>-----</td> <td>Sept. 6</td> </tr> <tr> <td>Oct. 4</td> <td>Nov. 1</td> <td>Dec. 6</td> </tr> </table>		Jan 5	Feb. 2	Mar. 1	Apr. 5	May 3	June 7 (subject to change)	Retreat	-----	Sept. 6	Oct. 4	Nov. 1	Dec. 6	<p align="center">Executive Committee*</p> <p>City Halls in Poulsbo (P), Port Orchard (PO), Bainbridge Island (BI) 1:00 PM – 2:30 PM <i>Third Tuesday of the Month</i></p> <table border="0"> <tr> <td>Jan 19 (P)</td> <td>Feb. 16 (PO)</td> <td>Mar. 15 (BI)</td> </tr> <tr> <td>Apr. 19 (P)</td> <td>May 17 (PO)</td> <td>June 21 (BI)</td> </tr> <tr> <td>July 19 (P)</td> <td>-----</td> <td>Sept. 20 (PO)</td> </tr> <tr> <td>Oct. 18 (BI)</td> <td>Nov. 15 (P)</td> <td>Dec. 20 (PO)</td> </tr> </table>		Jan 19 (P)	Feb. 16 (PO)	Mar. 15 (BI)	Apr. 19 (P)	May 17 (PO)	June 21 (BI)	July 19 (P)	-----	Sept. 20 (PO)	Oct. 18 (BI)	Nov. 15 (P)	Dec. 20 (PO)											
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<p align="center">TransPOL*</p> <p>Main Conference Room Kitsap Transit, Bremerton 3:00 PM – 4:30 PM <i>Second Thursday of the Month</i></p> <table border="0"> <tr> <td>Jan 14</td> <td>Feb. 11</td> <td>Mar. 10</td> </tr> <tr> <td>Apr. 14</td> <td>May 12</td> <td>June 9</td> </tr> <tr> <td>Retreat</td> <td>-----</td> <td>Sept. 8</td> </tr> <tr> <td>Oct. 13</td> <td>-----</td> <td>Dec. 8</td> </tr> </table>	Jan 14	Feb. 11	Mar. 10	Apr. 14	May 12	June 9	Retreat	-----	Sept. 8	Oct. 13	-----	Dec. 8	<p align="center">TransTAC</p> <p>Main Conference Room Kitsap Transit, Bremerton 12:30 PM – 2:30 PM <i>Second Thursday of the Month</i></p> <table border="0"> <tr> <td>Jan 7</td> <td>Feb. 4</td> <td>Mar. 3</td> </tr> <tr> <td>Apr. 7</td> <td>May 5</td> <td>June 2</td> </tr> <tr> <td>Retreat</td> <td>Aug. 11</td> <td>Sept. 8</td> </tr> <tr> <td>Oct. 13</td> <td>-----</td> <td>Dec. 8</td> </tr> </table>	Jan 7	Feb. 4	Mar. 3	Apr. 7	May 5	June 2	Retreat	Aug. 11	Sept. 8	Oct. 13	-----	Dec. 8	<p align="center">Planning Directors Forum</p> <p>First Floor Conference Room Poulsbo City Hall, Poulsbo 9:30 AM – 11:30 AM <i>Second Thursday of the Month</i></p> <table border="0"> <tr> <td>Jan 14</td> <td>Feb. 11</td> <td>Mar. 10</td> </tr> <tr> <td>Apr. 14</td> <td>May 12</td> <td>June 9</td> </tr> <tr> <td>Retreat</td> <td>-----</td> <td>Sept. 8</td> </tr> <tr> <td>Oct. 13</td> <td>Nov. 10</td> <td>-----</td> </tr> </table>	Jan 14	Feb. 11	Mar. 10	Apr. 14	May 12	June 9	Retreat	-----	Sept. 8	Oct. 13	Nov. 10	-----
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<p align="center">Other Dates</p> <p>Study Sessions with the Board and the Planning Directors Forum: exact dates TBD Legislative Reception: November (exact date TBD) Summer Retreat: July (exact date TBD)</p>	<p align="center">West Sound Alliance (WSA)</p> <p>Regular WSA Stakeholder and Working Group meetings. Dates and locations to be determined.</p>																																					

Visit the KRCC website for meeting materials

www.kitsapregionalcouncil.org

*This meeting is open to the public



KITSAP REGIONAL COORDINATING COUNCIL

Chair
Commissioner Robert Gelder ❖
Kitsap County

Vice-Chair
Mayor Anne Blair ❖
City of Bainbridge Island

Commissioner Charlotte Garrido
Commissioner Ed Wolfe
Kitsap County

Council Member Wayne Roth
Council Member Steve Bonkowski *
City of Bainbridge Island

Mayor Tim Matthes
Council Member Bek Ashby ❖
Council Member Jeff Cartwright *
City of Port Orchard

Mayor Becky Erickson
Council Member Ed Stern * ❖
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❖ *Executive Committee*

Address:
614 Division Street
Port Orchard, WA 98366
Phone: 360.337.4960
www.KitsapRegionalCouncil.org

Betsy Daniels, Program Director
Triangle Associates, Inc.

DRAFT STUDY SESSION SUMMARY

Kitsap Regional Coordinating Council (KRCC)
Dec. 1, 2015 | 10:15 AM – 11:15 AM
Norm Dicks Government Center, Room 406, Bremerton, WA
v.12-22-15

Decisions		
<ul style="list-style-type: none"> Hold four study sessions in 2016 focused on land use planning issues among other issues as appropriate. 		
Actions	Who?	Status
<ul style="list-style-type: none"> Work with Kitsap Transit to find two dates to hold Study Sessions prior to the regular KRCC Board Meeting 	KRCC Staff	Underway
<ul style="list-style-type: none"> Work with KRCC Board and the Planning Directors Forum to schedule two additional Study Sessions 	KRCC Staff	Underway

STUDY SESSION WITH PLANNING DIRECTORS

Commissioner Gelder, Chair of KRCC, opened the Study Session with the Planning Directors Forum (see attachment A for list of participants). He explained that the KRCC Executive Board (the Board) requested a Study Session with the Planning Directors Forum (the Forum) in order to identify strategies for keeping the Board informed on land use issues across Kitsap County.

Purpose of Greater Board-Forum Interaction

Board Members expressed that they wanted to be better-informed about land use issues in order to provide consultation on various efforts, such as population allocations, updates to the Countywide Planning Policies (CPP), and Buildable Lands Reports.

Options for Greater Board-Forum Interaction

Study Session participants discussed two options for increasing interaction between the Board and Forum: (1) creating a policy-level Land use committee and/or (2) holding regular Study Sessions with the Board and Forum.

Option 1: Policy-Level Land Use Committee

A “PlanPOL” or Land Use POL (“LUPOL”) could be comprised of elected officials responsible for discussing land use issues with the Planning Directors Forum. In this sense, the proposed PlanPOL would serve a similar function to TransPOL in relation to TransTAC. The strengths and weaknesses of this option are outlined below.

Strengths	Weaknesses
<ul style="list-style-type: none">• Could include elected officials not on the KRCC Board• The smaller group would allow for more in-depth discussions• Monthly meetings would help ensure that elected officials stay current on land use issues	<ul style="list-style-type: none">• Would exclude some current members of the KRCC Board• Would require more meetings in order for the full Board to be briefed on land use issues.

Option 2: Regular Board-Planning Directors Forum Study Sessions

The KRCC Board could have regular Study Sessions with the Planning Directors Forum. The strengths and weaknesses of this option are outlined below.

Strengths	Weaknesses
<ul style="list-style-type: none">• Would allow the full KRCC Board to be involved in important land use conversations• Study Sessions would ideally overlap with existing KRCC Board functions, which would decrease the number of additional meetings	<ul style="list-style-type: none">• Quarterly Study Sessions would be difficult to schedule given back-to-back regional meetings on the first Tuesday of the month. However, Kitsap Transit offered KRCC to use an hour of its meeting time 2-4 times per year for Study Sessions.

Decision: The Board and Forum decided to begin holding Study Sessions on a quarterly basis and monitor whether they are an adequate mechanism for fostering the needed information sharing. If the Board and/or Forum decide that the Study Sessions are insufficient, then they will discuss creating a PlanPOL.

Future Study Sessions

The Board and Forum recommended the following Study Sessions in 2016. This schedule will be revisited by the Board and potentially revised in early 2016.

- February - Status update on Comprehensive Plan updates and lessons learned
- April – In-depth review of the Growth Management Act
- July – Report out on final Comprehensive Plans for each jurisdiction
- November – 2017 work plan goals for the Planning Directors Forum

In between these Study Sessions, KRCC Staff will communicate Planning Directors Forum’s discussions and issues to the KRCC Board.

DRAFT BOARD MEETING SUMMARY

Kitsap Regional Coordinating Council (KRCC)

Draft Board Meeting Summary

Dec. 1, 2015 | 11:15 AM – 12:15 PM

Norm Dicks Government Center, Bremerton, WA

v.12-21-15

Decisions		
The Board approved the following:		
<ul style="list-style-type: none">• The November KRCC Board Meeting summary as final• The amendment to the KRCC Bylaws regarding the involvement of non-member qualifying jurisdictions• Councilmember Bek Ashby and Councilmember Wayne Roth as 2016 KRCC Chair and Vice-Chair, respectively• The 2016 KRCC appointees to PSRC Boards and Committees• The Legal Services Agreement with the Kitsap Prosecutor's office		
Actions	Who?	Status
Post revised Bylaws on the KRCC website	KRCC Staff	Complete
Include PSRC Boards and Committee vacancies in the February KRCC Board Meeting agenda.	KRCC Staff	
Send digital version of PSRC Monthly Update to Board Members and all clerks.	KRCC Staff	When available/ready

A. WELCOME AND INTRODUCTIONS

Commissioner Gelder, Chair of KRCC, opened the meeting at 11:15 am and welcomed Board Members and members of the public (see *Attachments B and C for the list of participants*). He explained this was a shorter meeting due to a KRCC Board Study Session during the first hour with the Planning Directors Forum.

B. CHAIR'S COMMENTS

Commissioner Gelder noted that the final versions of the 2016 Work Plan and 2016 Budget were in the Board Packet. These versions were amended based on the feedback from the November KRCC Board Meeting. In addition, the Board Packet includes the agenda and high-level summary of the KRCC Executive Committee meeting. Moving forward, the Board Packet will include this agenda and summary in order to keep the whole Board informed about the work of the Executive Committee. Finally, Commissioner Gelder commented that there was a handout of proposed 2016 meeting dates for the Board to review. The 2016 schedule will be similar to the 2015 schedule with the exception of the Transportation Technical Advisory Committee (TranSTAC) meeting a week prior to the Transportation Policy Committee (TransPOL) from January through June. The exact dates of the 2016 Study Sessions and Summer Retreat are still to be decided. Concern was expressed at the

Executive Committee meeting about the back-to-back meeting structure on the first Tuesday of the month.

Commissioner Gelder also thanked Bainbridge Island Mayor Anne Blair (current Vice Chair) and Port Orchard Mayor Tim Matthes for their service to KRCC since this was their last Board Meeting as Board members.

C. KRCC NOVEMBER BOARD MEETING SUMMARY

Board Members then reviewed the November 2016 Board Meeting summary. It was noted that Kelly McGourty of PSRC, was incorrectly left off of the list of attendees. Commissioner Garrido moved to approve the amended meeting summary, Mayor Blair seconded this motion, and the motion carried without abstentions or oppositions.

D. NONMEMBER QUALIFYING JURISDICTION PARTICIPATION IN KRCC

Board Members discussed the amendment to the KRCC Bylaws regarding how jurisdictions that qualify for KRCC membership but are *not* members are allowed to participate in KRCC processes.

The proposed amendment read as follows:

New Section 9.8 of the KRCC Bylaws

“Staff or elected officials from municipal or government entities within Kitsap County that choose not to be a dues paying member of KRCC and are not voted in as an Ex-Officio or Associate member may not have a regular seat but may make presentations to standing KRCC committees to ensure access to regional transportation funding and to support consistency with comprehensive plans and Countywide Planning Policies across the Kitsap County jurisdictions.”

The proposed amendment from the November Board Meeting served as a 30-day notice, per the requirements to amend KRCC Bylaws. Mayor Blair moved to approve the proposed amendment, Commissioner Garrido seconded, and the motion carried without abstentions or oppositions.

E. KRCC CHAIR AND VICE-CHAIR

Commissioner Gelder explained that typically, the Vice-Chair replaces the Chair after the Chair’s one-year term is over. However, the current KRCC Vice-Chair, Mayor Anne Blair from Bainbridge Island, did not seek reelection and therefore is unable to participate in KRCC next year. That meant that KRCC needed to select both a new Chair and Vice-Chair.

The Chair seat customarily alternates between representatives from cities and Kitsap County. Considering Kitsap County Commissioner Rob Gelder is stepping down as KRCC Chair, 2016 is an opportunity for a city representative to fill his vacancy.

Therefore, the KRCC Executive Committee recommended that the Port Orchard City Councilmember Bek Ashby serve as the KRCC Chair since she has experience on the KRCC Executive Committee. For the Vice-Chair, the KRCC Executive Committee recommended that Bainbridge Island City Councilmember Wayne Roth take the place of Vice-Chair Mayor Blair. Councilmember Roth has attended several Executive Committee meetings in 2015.

Mayor Blair moved to approve Councilmember Ashby and Councilmember Roth as the Chair and Vice-Chair of KRCC, respectively. Councilmember Stern and Chairman Forsman seconded and the motion carried without abstentions or oppositions.

F. PUGET SOUND REGIONAL COUNCIL (PSRC) UPDATES

Commissioner Gelder introduced a new monthly PSRC update with high-level information about the work and activities of each PSRC Board and Committee that includes KRCC members. It was noted that in past years, there was a “Kitsap Caucus,” which was a monthly conference call to provide updates on PSRC Boards and Committees. KRCC Staff will send a digital version of the monthly PSRC update to Board Members and all clerks.

The Puget Sound Regional Council (PSRC) requires a formal letter designating the 2016 KRCC appointees to PSRC Boards and Committees. Changes can be made throughout the year as necessary. Board Members noted that there are still remaining vacancies on the list of appointments and the Board will work to fill those seats by revisiting these appointments during their February meeting.

Mayor Blair moved to approve the list of appointees and associated letter to PSRC. Commissioner Garrido seconded and the motion carried without abstentions or oppositions.

G. UPDATE ON TRANSTAC, TRANSPOL, AND THE PLANNING DIRECTORS FORUM

KRCC staff provided updates on the TransTAC, TransPOL, and the Planning Directors Forum.

TransTAC Update

Jennifer Wieland updated KRCC Board Members about TransTAC’s November 30th meeting, which was scheduled one week ahead of TransPOL. TransTAC reviewed draft Call for Projects and Programming Process and provided suggestions on both documents. The majority of the meeting was spent discussing the revised evaluation criteria to rank projects “high,” “medium,” and “low” for the Countywide Competition. Lastly, TransTAC reviewed the schedule for the 2016 Regional and Countywide Competitions. During the December TransPOL meeting, TransTAC will officially recommend the revised Countywide Criteria.

During TransTAC’s January meeting, they will begin developing possible projects for the Regional and Countywide competitions. In addition, they will receive an update on the Gorst Planning Process.

TransPOL Update

There was no TransPOL meeting in November. In December, TransPOL will review the revised criteria for the Countywide Competition. TransPOL will also review the revised Call for Projects.

Planning Directors Forum

Claire Chase, Land Use Program Lead, noted that the Planning Directors Forum had a meeting in November in which they prepared for the Study Session with the Board. Claire also provided the annual annexation report and informed the Board that in 2015, there were no annexations in Kitsap County.

Board members expressed concern about compliance with the Growth Management Act (GMA) since Bremerton is no longer able to participate in the Planning Directors Forum. The GMA states: “...The

legislative authority of each county... shall convene a meeting with representatives of each city located within the county for the purpose of establishing a collaborative process that will provide a framework for the adoption of a countywide planning policy” (Chapter 36.70A.210(a), emphasis added).

It was noted that the KRCC Bylaws and Inter-Local Agreement (ILA) do not specify the Planning Directors Forum’s role in regards to GMA compliance. KRCC staff will work with the Board and others to determine how KRCC can remain in compliance with GMA despite Bremerton’s withdrawal.

A Board member expressed interest in further discussion of how to address the MOU between the County and Cities for phased payments following annexations

H. STATE AND REGIONAL LEGISLATIVE AGENDA

Legislative Orientation and Reception

Board members debriefed the successful Legislative Orientation, in which the Washington State Association of Counties, the Association of Washington Cities, and KRCC provided information, updates, and resources. The Legislative Reception was also successful and had a large number of attendees, including Rep. Michelle Caldier, Rep. Drew MacEwen, and Senator Christine Rolfes.

West Sound Alliance

Betsy Daniels, KRCC Program Director, shared that McClure Consulting and Triangle Associates will share in the responsibility of staffing the West Sound Alliance (WSA). McClure Consulting will be responsible for facilitation, scheduling, and materials. Triangle Associates will be responsible for ensuring clear lines of communication between all parties. The WSA is in the process of developing a scorecard approach for each state-funded transportation project to visually show the implementation/funding status of each project.

I. ADMINISTRATIVE REPORT

The Board reviewed the Budget to Actual Report provided by Triangle Associates. As of November 1, 2015, 33 percent of the contract period was completed and 44 percent of Triangle’s budget was expended.

The Executive Committee recommended signing the 2016 amendment to the Legal Services Agreement with the Kitsap Prosecutor’s office. The Executive Committee also noted the importance of avoiding a conflict of interest with seeking legal counsel from a KRCC member jurisdiction. Commissioner Strakeljahn moved to approve the Legal Services Agreement, Councilmember Roth seconded, and the motion carried without abstentions or oppositions.

J. REVIEW OF NEXT STEPS

The first KRCC Board Meeting of 2016 will take place on the first Tuesday of January (1/5/2016).

K. PUBLIC COMMENT

Roger Gay announced the annual Shop with a Cop fundraiser at the Poulsbo Walmart.

The meeting adjourned at 12:15 PM.

Attachment A – Study Session Participants (*denotes Planning Director)

Name	Jurisdiction
Anne Blair	Bainbridge Island
Barry Berezowsky*	City of Poulsbo
Becky Erickson	City of Poulsbo
Bek Ashby	City of Port Orchard
Betsy Daniels	Kitsap Regional Coordinating Council
Charlotte Garrido	Kitsap County
Chris Placentia	Port Gamble S’Klallam Tribe
Claire Chase	Kitsap Regional Coordinating Council
Ed Stern	City of Poulsbo
Ed Wolfe	Kitsap County
John Clauson	Kitsap Transit
Kathy Cook*	Bainbridge Island
Larry Keeton*	Kitsap County
Leonard Forsman	Suquamish Tribe
Lynn Wall*	Naval Base Kitsap
Nick Bond*	City of Port Orchard
Patty Lent	City of Bremerton (observer)
Rob Gelder	Kitsap County
Sophie Glass	Kitsap Regional Coordinating Council
Tim Matthes	City of Port Orchard
Tom Zwolfer	Naval Base Kitsap
Wayne Roth	City of Bainbridge Island
Yorik Stevens-Wajda	Puget Sound Regional Council
Jennifer Wieland	Kitsap Regional Coordinating Council
Val Tollefson	City of Bainbridge Island
Roger Gay	Citizen (observer)

Attachment B – Board Members in Attendance

Board Member	Jurisdiction	In Attendance?
Ashby, Bek	City of Port Orchard	✓
Blair, Anne	City of Bainbridge Island	✓
Bonkowski, Steve	City of Bainbridge Island	
Cartwright, Jeff	City of Port Orchard	
Clauson, John	Kitsap Transit	✓
Erickson, Becky	City of Poulsbo	✓
Forsman, Leonard	Suquamish Tribe	✓
Garrido, Charlotte	Kitsap County	✓
Gelder, Robert	Kitsap County	✓
Klatman, Silvia	Naval Base Kitsap	
Matthes, Tim	City of Port Orchard	✓
Placentia, Chris	Port Gamble S'Klallam Tribe	✓
Purser, Rob	Suquamish Tribe	
Roth, Wayne	City of Bainbridge Island	✓
Stern, Ed	City of Poulsbo	✓
Stokes, Larry	Port of Bremerton	
Strakeljahn, Axel	Port of Bremerton	✓
Sullivan, Jeromy	Port Gamble S'Klallam Tribe	
Wolfe, Ed	Kitsap County	✓
Zwolfer, Tom	Naval Base Kitsap	✓

Attachment C – Non-Member Participants

Name	Affiliation
Non-Members	
Roger Gay	Citizen
Yorik Stevens-Wajda	Puget Sound Regional Council
KRCC Facilitation Team	
Betsy Daniels	KRCC Program Director
Jennifer Wieland	KRCC Transportation Program Lead
Claire Chase	KRCC Land Use Program Lead
Sophie Glass	KRCC Administrative Lead



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC)

Proposed 2016 Executive Committee

v. 12/21/2015

BACKGROUND

Per Chapter 10.1 of the KRCC Bylaws, the KRCC Chair appoints an Executive Committee during the first Executive Board meeting of each calendar year. Members of the Executive Committee include: one County Commissioner, two representatives of two city governments, the Chair and Vice Chair, for a minimum of three members.

2016 MEMBERS

For 2016, KRCC Chair and Councilmember Bek Ashby proposes the following Executive Committee:

- Port Orchard City Councilmember Bek Ashby (KRCC Chair, and representative of city government)
- Bainbridge Island Councilmember and KRCC Vice-Chair Wayne Roth (KRCC Vice Chair and representative of city government)
- Kitsap County Commissioner Rob Gelder (County Commissioner)
- Poulsbo Mayor Becky Erickson (Representative of city government)

RESPONSIBILITIES

Per Chapters 10.1.1- 10.1.6 of the KRCC Bylaws, the Executive Committee's responsibilities include:

- 10.1.1 Monitoring the annual work program and budget performance and recommending revisions, if necessary;
- 10.1.2 General oversight of the executive director, consistent with the Council's contract with the executive director for such services; or, of any employee hired by the Council. The Executive Committee is responsible for reviewing and ensuring that all expenditures submitted for reimbursement by the executive director complies with the executive director's contract;
- 10.1.3 Oversight of the Council's records retention requirements;
- 10.1.4. Recommending amendments to the Interlocal Agreement and By-laws;
- 10.1.5 Preparing a recommended annual work program and budget for the succeeding year;
and
- 10.1.6 Undertaking such studies and activities as assigned by the Chair or Council.

KRCC Regional and Countywide Transportation Projects Call for Projects

Draft v. 12-10-15

Introduction

In 2016, the Kitsap Regional Coordinating Council (KRCC) will be involved in Regional and Countywide Competitions to receive federal transportation funding. This document provides the following sections to guide jurisdictions in submitting applications:

- Important Dates
- Application Process Overview
- Available Funding
- Competitions
- Policy Focus
- Criteria and Evaluation Process
- Review Process
- Public Involvement
- Draft KRCC Schedule/Timeline for Countywide and Regional Competitions
- Project Sponsor Resources
- Application Checklists

Important Dates

Below are the key dates associated with the Regional and Countywide Competitions. See “Draft KRCC Schedule/Timeline for Countywide and Regional Competitions” for more specific details.

Regional Competition	Countywide Competition
Call for Regional Projects: ???	Call for Countywide Projects: ???
Puget Sound Regional Council (PSRC) Regional Project Eligibility Screening Deadline: ???	PSRC Countywide Project Eligibility Screening Deadline: ???
Final Submission of Regional Projects: ???	Final Submission of Countywide Projects: ???

Application Process Overview

Regional Competition

KRCC will develop a list of potential Regional Projects and submit Regional Project Eligibility Screening Forms to PSRC. After KRCC’s TransPOL and Executive Board have approved the

recommended regional projects (up to 6 in total), KRCC will submit its Regional Project Applications through PSRC's online portal. [Link etc.](#)

Countywide Competition

For the first time, PSRC has an online portal to submit applications for the Countywide Competition. [Link etc.](#)

Available Funding

PSRC is responsible for distributing funding from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Federal Highway Administration Funds (FHWA)

FHWA funds are awarded to a variety of project types including highway, arterial, transit, bicycle, pedestrian, system and demand management, technology, etc. These funds include:

- Surface Transportation Program (STP) funds are the most flexible and can be used for a variety of projects and programs.
- Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds can only be used for projects that improve air quality within certain areas.
- Transportation Alternatives Program (TAP) funds are for non-traditional projects such as pedestrian and bicycle facilities, community improvement activities, environmental mitigation, etc.

Federal Transit Administration Funds (FTA)

FTA funds are awarded to transit-related projects such as new or improved transit facilities, bus purchases, etc. These funds include:

- Section 5307 funds are the most flexible and can be used for a variety of planning and capital transit projects, such as bus purchases, transit facilities, etc.
- Section 5337 funds are specific to replacement and rehabilitation projects.
- Section 5339 funds are specific to buses and bus-related facilities.
- Section 5310 funds are to support the mobility of seniors and individuals with disabilities, and are distributed through the Special Needs Coordinated Grant Program.

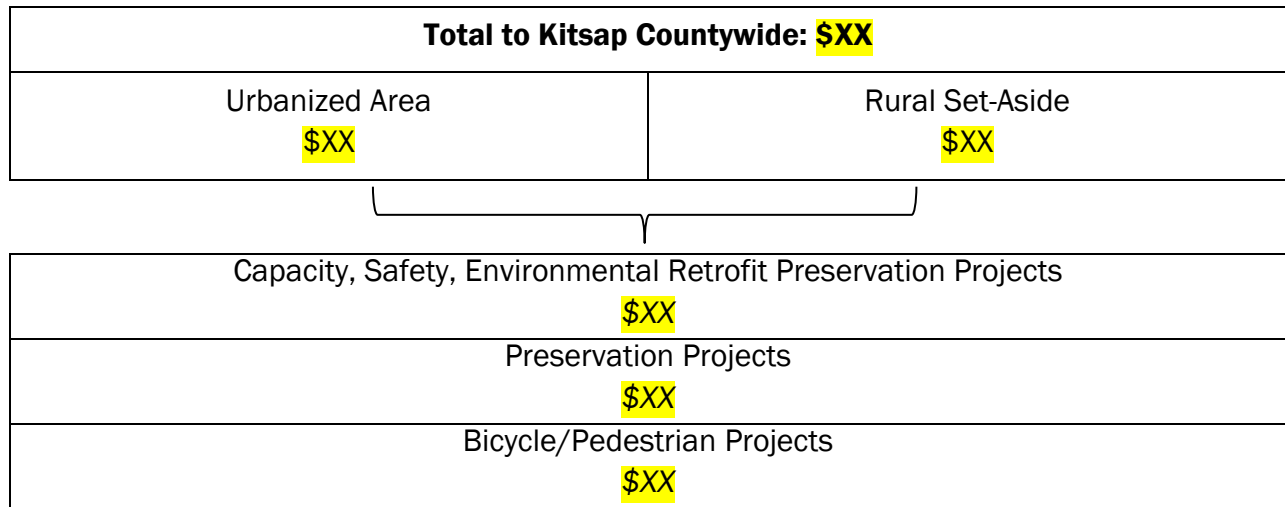
Set-Asides

Before splitting the funds between the Regional and Countywide Competitions, PSRC sets aside the following funds.

- **Bicycle/pedestrian set-aside:** Since 1993, 10% of the FHWA funds have been set aside for nonmotorized priorities. The 10% is assigned to the Countywide Competition for distribution.

- **Preservation set-aside:** 20% of the total amount of STP funds will be set aside for preservation projects.
- **Kitsap County set-aside:** Kitsap County jurisdictions are not eligible to receive CMAQ funds due to the boundaries of the region’s air quality maintenance and nonattainment areas, which directly affect the use of these funds. As such, since 1995 it has been the practice to apply Kitsap County’s population percentage to the total amount of estimated STP funds for distribution within their countywide process.
- **Rural area minimum:** Under federal regulations, the region is required to spend a minimum amount of STP funds in rural areas.

The graphic below shows the flow of federal funds to various programs to benefit Kitsap County.



Competitions

The total estimated amount of both Surface Transportation Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds is split between the Regional and Countywide Competitions based on a regionally adopted funding split.

Regional Competition

PSRC coordinates a Regional Competition, and the Regional Project Evaluation Committee (RPEC) is responsible for recommending projects from this competition to the Transportation Policy Board (TPB) to receive the regional portion of the FHWA funds.

Countywide Competition

KRCC is responsible for coordinating the Countywide Competition and recommending projects to the TPB to receive the countywide portions of the FHWA funds.

Policy Focus

The policy focus for the Regional Competition will be based on PSRC's Policy Framework, which is based on Vision 2040. The Policy Framework will be **released in Jan. 2016**. For the 2016 Competitions, the policy focus will be "supporting centers and the corridors that serve them." The "Centers Focus" for the regional FHWA competition is to support regionally designated growth and manufacturing/industrial centers; for all other competitions, centers are broadened to include locally identified centers. For the 2016 competitions, military bases and support facilities will be included as locally defined centers for the Countywide Competition.

Regional Centers

- Bremerton
- Silverdale
- Puget Sound Industrial Center



Local Centers – To Be Updated

In 2009, KRCC updated its list of “Local Centers” to prioritize for transportation projects and investments. Below is a list of these Local Centers.

Jurisdiction	Location
Kitsap County	Kingston
Kitsap County	Southworth
Kitsap County	Suquamish
City of Bainbridge Island	Winslow Core
City of Bainbridge Island	Day Road Light Manufacturing Area
City of Bainbridge Island	Lynnwood - Neighborhood Service Centers*
City of Bainbridge Island	Rolling Bay - Neighborhood Service Centers*
City of Bainbridge Island	Island Center - Neighborhood Service Centers*
City of Bremerton	Charleston Neighborhood Center
City of Bremerton	Harrison Employment Center
City of Bremerton	Lower Wheaton District Center
City of Bremerton	Manette Neighborhood Center
City of Bremerton	Perry Avenue Neighborhood Center
City of Bremerton	Port Blakely Employment Center
City of Bremerton	Sylvan/Pine Neighborhood Center
City of Bremerton	Upper Wheaton District Center
City of Bremerton	Haddon Neighborhood Center
City of Poulsbo	Poulsbo Town Center
City of Poulsbo	Olhava
City of Port Orchard	City of Port Orchard
City of Port Orchard	Tremont Community Services
City of Port Orchard	South Kitsap Mall – Mixed Use Center
Kitsap Transit	Historic Mosquito Fleet Terminals



LOCAL CENTERS MAP

Criteria and Evaluation Process

Language to be discussed at the 1/5 Executive Board meeting.

Basic Requirements

Language to be discussed at the 1/5 Executive Board meeting.

Criteria

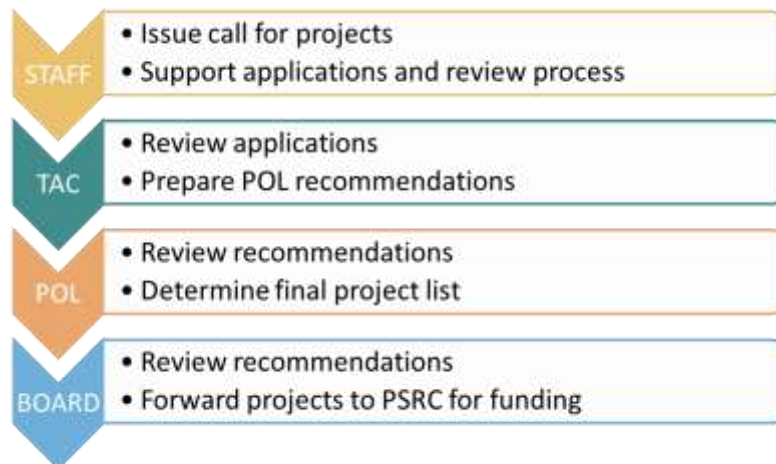
Language to be discussed at the 1/5 Executive Board meeting.

Other Considerations

Language to be discussed at the 1/5 Executive Board meeting.

Review Process

Verbiage



Public Involvement

It is the intent of PSRC and KRCC that the public be involved with the allocation of federal transportation funds.

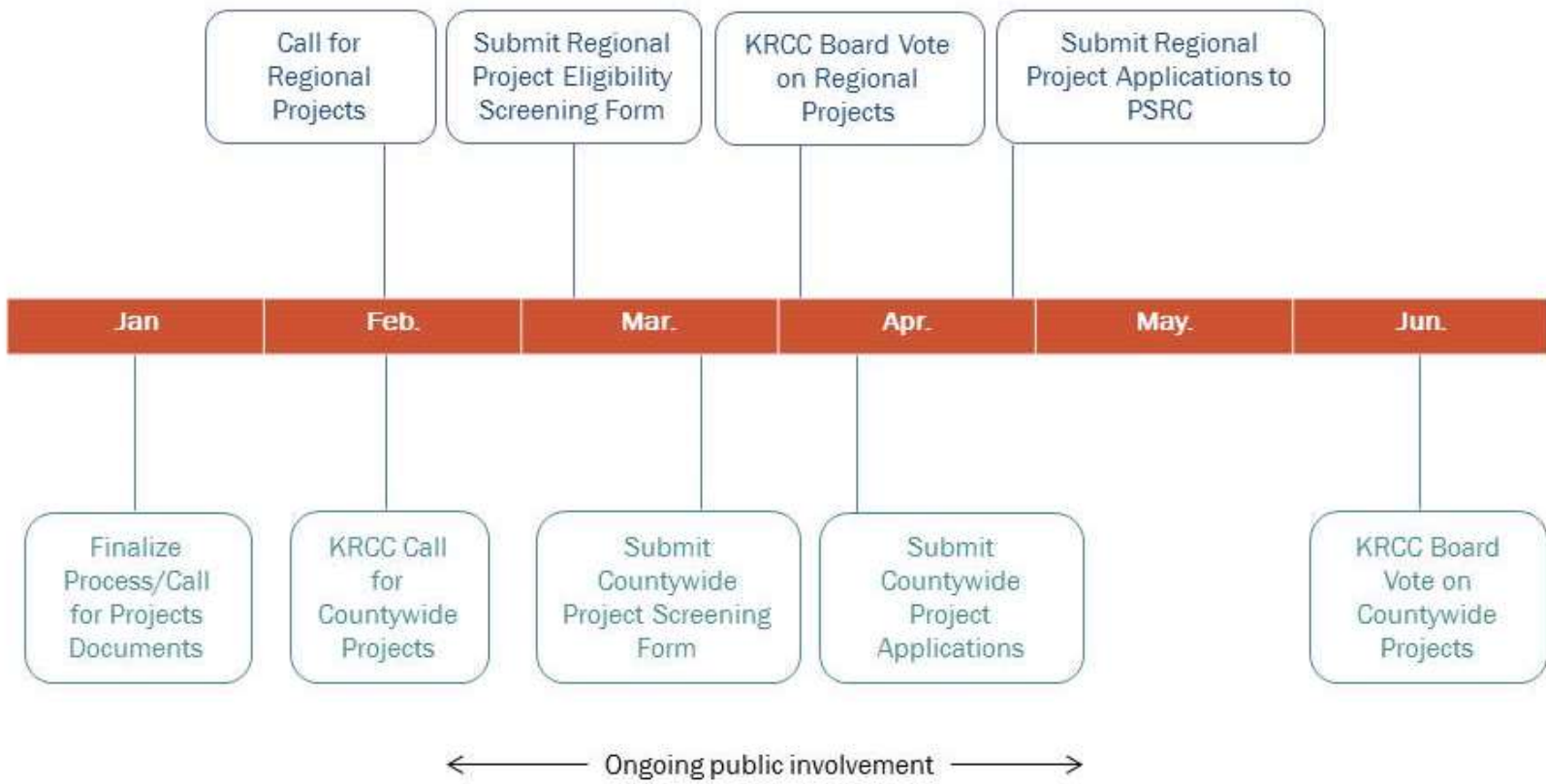
- As part of jurisdictions' Comprehensive Planning processes, all projects have been identified and prioritized with appropriate public involvement at the local level.
- TransTAC will notify all of agencies and organizations throughout Kitsap County about the Countywide Competition (PSRC maintains a list of relevant entities).
- Members of affected groups & the general public may attend TransPOL meetings; their agendas will include an opportunity for public comment.
- Presentation and discussion of proposed project programming of Countywide federal funding is conducted in the regular Kitsap Regional Coordinating Council meetings, which are advertised, open to the public, and for which agendas are e-mailed to all relevant agencies and individuals.

Draft KRCC Schedule for Countywide and Regional Competitions

When	Who	What	
Mtg/Due Date	Committee	Regional Competition	Countywide Competition
Jan. 5	KRCC Board	Review Regional Competition schedule and process	Review potential updates to Countywide Process and Policies/Call for Projects
Jan. 7	TransTAC	Identify possible Regional Projects	Finalize Countywide Process and Policies/Call for Projects; identify possible projects
Jan. 14	TransPOL	<i>Identify possible Regional Projects (to be determined)</i>	Recommend to the KRCC Board the Countywide Process and Policies/Call for Projects
Feb. 2	KRCC Board	Receive updates on Regional Competition	Approve Countywide Process and Policies/Call for Projects
Feb. 4	TransTAC	Identify Possible Projects for discussion with TransPOL	Identify Possible Projects for discussion with TransPOL
Feb. 11	TransPOL	Review Possible Projects	
Due - Feb ??		<i>PSRC call for Regional Projects</i>	<i>KRCC call for Countywide Projects</i>
Mar. 1	KRCC Board	Receive updates on Regional Competition	Receive updates on Countywide Competition
Mar. 3	TransTAC	Project Selection Workshop with PSRC	
Due - Mar ??		<i>Submit Regional Project eligibility screening forms to PSRC</i>	
Due - Mar ??			<i>Submit Countywide Project eligibility forms to PSRC</i>
Mar. 10	TransPOL	Project presentations and recommend Regional Projects to KRCC Board	
Due - Apr ??			<i>Submit Countywide Project applications</i>
Apr. 5	KRCC Board	<i>KRCC Board vote on list of Regional Projects</i>	
Apr. 7	TransTAC		Discuss Countywide Project applications
Apr. 14	TransPOL		Discuss Countywide Project applications
Due - Apr ??		<i>Submit Regional Project applications to PSRC</i>	
May 3	KRCC Board	Updates on Regional Competition	Receive updates on Countywide Competition
May 5	TransTAC		Project presentations and preliminary recommendations
May 12	TransPOL		Project presentations and preliminary recommendations
Jun. 2	TransTAC		Develop recommended list of Countywide Projects
Jun. 9	TransPOL		Recommend Countywide Projects to KRCC Board
Jun. ??	KRCC Board		<i>KRCC Board vote on Countywide Projects</i>

Regional Competition

← Ongoing public involvement →



Countywide Competition

Project Sponsor Resources

PSRC is developing a library of online resources for use by project sponsors, including Opportunity Maps and demographic information to support the Health and Equity criteria. This information will be available before the call for projects is released.

Submittal Checklist

- Item 1
- Item 2
- Item 3
- Item 4
- Item 5
- Item 6
- Item 7

DRAFT



DRAFT PROJECT SELECTION CRITERIA

For Consideration by the Kitsap Regional Coordinating Council (KRCC) Executive Board
Draft Version 12/15/2015

This version has been reviewed by the KRCC Transportation Technical Advisory Committee (TransTAC), the KRCC Transportation Policy Committee (TransPOL), and the KRCC Executive Committee (whose changes are indicated in red)

REQUIREMENTS

All projects must meet the following requirements for consideration in the countywide funding process:

- Must be consistent with a local Kitsap County jurisdiction's current (as of December 31st, 2015) Comprehensive Plan (include citations when possible)
- Must be included on or proposed for a Transportation Improvement Program (TIP)
- Must consider applicable planning factors identified in federal law
- Must be consistent with Kitsap's Countywide Planning Policy guidance
- Must include a document from the jurisdiction's Board of Commissioners, Council, or other official authorized to commit the project sponsor that acknowledges the time, phase, and funding obligations within federal funding.

EVALUATION CRITERIA

Consistent with recommendations from PSRC, all projects are evaluated according to the following criteria. These countywide criteria are consistent with the regional criteria but reflect the unique context of Kitsap County and the collaborative approach to decision making that is valued by KRCC. *Objectives listed on the following pages are examples of possible ways of meeting the criteria; the list is not intended to be inclusive.

DRAFT PROJECT SELECTION CRITERIA
KRCC Countywide Funding Process

DRAFT CRITERIA	RELATIVE RANKING		
<p>Support for Regional or Local Centers and the corridors that serve them Project accomplishes one or more of the following objectives:</p> <ul style="list-style-type: none"> • Supports and/or connects regional or local centers • Helps to advance desired or planned public or private investment that support centers (e.g., housing, employment, redevelopment) • Supports mobility for people traveling to, from, and within centers • Makes connections to existing or planned infrastructure • Fills a physical gap or provides an essential link in the system • Supports multimodal transportation investments 	<p align="center">High (project provides significant benefits to centers)</p>	<p align="center">Medium (project provides benefits to centers)</p>	<p align="center">Low (project provides minimal benefits to centers)</p>
<p>Funding feasibility, requirements, and opportunities Project meets one or more of the following objectives:</p> <ul style="list-style-type: none"> • Well-articulated financial plan that is in alignment with the project prospectus • Demonstrated project readiness • Phase can be completed with funding requested • Separate phase previously funded by PSRC's federal funds 	<p align="center">High (qualitative measurement forthcoming)</p>	<p align="center">Medium (qualitative measurement forthcoming)</p>	<p align="center">Low (qualitative measurement forthcoming)</p>

DRAFT PROJECT SELECTION CRITERIA
KRCC Countywide Funding Process

<p>Cross-jurisdictional and coordination opportunities Project involves multiple jurisdictions or agencies and/or provides opportunities for coordination</p>	<p align="center">High (multiple jurisdictions involved; coordination of two or more projects)</p>	<p align="center">Medium (at least two jurisdictions involved; some project coordination opportunities)</p>	<p align="center">Low (involves a single jurisdiction; few or no opportunities for coordination)</p>
<p>Safety/Capacity Benefits Project improves safety by meeting one or more of the following objectives:</p> <ul style="list-style-type: none"> • Improves a “high collision” intersection or corridor (as defined by the project sponsor based on collisions or fatalities per capita) • Reduces barriers to use • Provides safe access • Addresses vulnerable users • Makes capacity enhancements that improve safety 	<p align="center">High (qualitative measurement forthcoming)</p>	<p align="center">Medium (qualitative measurement forthcoming)</p>	<p align="center">Low (qualitative measurement forthcoming)</p>
<p>Growing Transit Communities and health/equity considerations Project meets one or more of the following objectives:</p> <ul style="list-style-type: none"> • Benefits housing and business opportunities • Benefits highly impacted communities and populations such as those identified in the President’s Order on Environmental Justice, seniors, people with disabilities, and areas of high unemployment or chronic underemployment • Supports transit-oriented development and/or access to transit • Addresses negative health outcomes 	<p align="center">High (qualitative measurement forthcoming)</p>	<p align="center">Medium (qualitative measurement forthcoming)</p>	<p align="center">Low (qualitative measurement forthcoming)</p>

DRAFT PROJECT SELECTION CRITERIA
KRCC Countywide Funding Process

<p>Air quality benefits and emission reduction</p> <p>Project provides air quality benefits by:</p> <ul style="list-style-type: none"> • Reducing congestion and improving circulation • Reducing delay, particularly of freight vehicles • Reducing single occupancy vehicle trips • Reducing vehicle miles traveled • Addressing vulnerable populations • Reducing pollutants with highest health risk • Supporting non-motorized travel • Improving engines or explores alternative fuel technologies <p><i>(NOTE: Air quality will be scored by PSRC for all countywide processes. Questions appropriate for the analysis will be provided in the online application.)</i></p>	<p align="center">High (to be scored by PSRC)</p>	<p align="center">Medium (to be scored by PSRC)</p>	<p align="center">Low (to be scored by PSRC)</p>
<p>Multimodal elements and approach</p> <p>Project meets one or more of the following objectives:</p> <ul style="list-style-type: none"> • Provides non-motorized transportation benefits • Improves freight movement • Improves access to transit • Provides transportation demand management benefits • Serves more than one mode of transportation • Connects to or supports other local/regional multimodal projects 	<p align="center">High (qualitative measurement forthcoming)</p>	<p align="center">Medium (qualitative measurement forthcoming)</p>	<p align="center">Low (qualitative measurement forthcoming)</p>

OTHER CONSIDERATIONS

Beyond the criteria identified above, there are other considerations that can be used to evaluate projects. These considerations are applied on a case-by-case basis.

- **Project Readiness** — Project can obligate funds by PSRC obligation deadlines and expend funds as required by FHWA. Completion of project phase can be realistically anticipated, barring unforeseen events. *(NOTE: Demonstrated project readiness is also included in “Funding feasibility, requirements, and opportunities” above.)*
- **Supports Innovation** — Project includes innovative elements such as design, funding, technology, or implementation approach.
- **Addresses an Emergency Need** — Project is the result of an emergent need stemming from infrastructure failure, natural disaster, or other unanticipated activity or event.
- **Geographic Equity** — Project helps to balance the distribution of funds throughout Kitsap County. Equity can be established over multiple funding cycles and across funding types.
- **Leverages Funding** — Project has received funding from other sources and is able to leverage countywide funds for a greater impact. Project would have to return other funding sources if countywide funding is not provided.
- **Public Support** — Project has significant demonstrated public support. This could be documented in letters, attendance at public meetings/hearings, newspaper articles/editorials, or another format.
- **“Shovel Ready”** — Project is seeking funding for construction.
- **Practical Design** — Project proposal includes a description of jurisdictional analysis to determine project needs and benefits based on local circumstances.



Kitsap Regional Coordinating Council

Kitsap Regional Coordinating Council (KRCC)

Planning Directors Forum/Land Use Technical Advisory Committee Proposal

v. 12/21/2015

BACKGROUND

To meet the Washington Growth Management Act's mandate to "coordinate with one another in comprehensive land use planning"¹ KRCC staff has relied on a Planning Directors Forum, which has consisted of Planning Directors from local jurisdictions across Kitsap County. Over the past several years, the Planning Directors Forum has met regularly and has developed Countywide Planning Policies and coordinated on a large range of other important land use planning issues.

CURRENT STATUS

KRCC's Bylaws, Interlocal Agreement (ILA), and Countywide Planning Policies do not specifically mention the Planning Directors Forum. As such, the Planning Directors Forum is an informal group rather than a formalized standing committee of the KRCC Board.

PROPOSAL

In order for the KRCC Board to best "facilitate consistency among local plans,"² the KRCC Chair Bek Ashby proposes that **the KRCC Executive Board officially create a standing Land Use Technical Advisory Committee (LUTAC).**³

The LUTAC would consist of the same members as the existing Planning Directors Forum, would have the same core responsibilities as the Planning Directors Forum, and would continue meeting on the Planning Directors Forum's regular schedule. The LUTAC would report to the KRCC Board in the same manner as the Transportation Policy Committee (TransPOL) and the Transportation Technical Advisory Committee (TransTAC).

¹ Revised Code of Washington Chapter 36.70A

² Section 5 of the KRCC Bylaws.

³ Chapter 8.4.2 of the KRCC Bylaws states that the KRCC Chair has the authority to "create, appoint, and discharge Council committees."



Puget Sound Regional Council (PSRC) Updates for the Kitsap Regional Coordinating Council (KRCC)



PSRC Boards

<p><u>Executive Board</u> Date of Next Meeting: January 28, 2016; 10:00am–11:30am Topics from Dec. 3, 2015 Meeting (summary will be posted here):</p> <ul style="list-style-type: none"> • Contract Authority for <i>Activity-Based Travel Model Support and Transportation Projects Online Application Services</i>; • Approval of a Revision to the Short-Range Transportation Planning Budget • Certify Comprehensive Plans for Bellevue, Bothell, Clyde Hill, Edmonds, Steilacoom, Sumner, Woodway, and Yarrow Point • Project Tracking Actions for City of Kent's S. 228th Grade Separation Project and City of Tacoma's Puyallup River Bridge Replacement Project • City of Kent S. 228th St. Grade Separation Project • City of Tacoma Puyallup River Bridge Replacement Project • Stillaguamish Valley Economic Recovery Strategy • CAI North Stillaguamish ERP Summary Infographic 2015 1028 <p>Contact: Sheila Rogers - srogers@psrc.org</p>	<p><u>Economic Development District Board (EDD)</u> Date of Next Meeting: March 2, 2016 • 1:00pm–3:00pm Topics from Dec. 2, 2015 Meeting (video here):</p> <ul style="list-style-type: none"> • Adopt 2016 EDD Board Meeting Schedule • Adopt 2016 Regional Economic Development Priorities • Call for EDD Officers and Nominating Committee • Regional Economic Strategy Update/ Implementation Dashboard Narrative <p>Contact: Ruth Wezeman - rwezeman@psrc.org</p> <hr/> <p><u>Operations Committee (OC)</u> Date of Next Meeting: January 28, 2015 • 9:00am–9:50 am Topics from Dec. 3, 2015 Meeting (summary will be posted here):</p> <ul style="list-style-type: none"> • Authorization to Amend the September Amended Biennial Budget and Work Program FY 2016-2017 • Contract Authority for Activity-Based Travel Model Support • Contract Authority for Transportation Projects Online Application Services and Approval of a Revision to the Short-Range Transportation Planning Budget • Draft FY '16-'17 Supplemental Budget and Work Program <p>Contact: Casey Moreau - cmoreau@psrc.org</p>
<p><u>Transportation Policy Board</u> Date of Next Meeting: January 14 • 9:30am-11:30 am Topics from Dec. 10, 2015 Meeting (summary will be posted here):</p> <ul style="list-style-type: none"> • I-405 Presentation: Briefing on Express Toll Lanes and Program Implementation • Transit Integration: Long-Range Planning • Briefing Paper: Project Selection Task Force Recommendations <p>Contact: Cheryl Saltys - csaltys@psrc.org</p>	<p><u>Growth Management Policy Board (GMPB)</u> Date of Next Meeting: January 7, 2016 • 10:00am–12:00pm Topics from November 5, 2015 Meeting (video here):</p> <ul style="list-style-type: none"> • Recommend Certification of Comprehensive Plans for Bellevue, Bothell, Clyde Hill, Edmonds, Steilacoom, Sumner, Woodway, and Yarrow Point • Comp Plan Certifications and Alignment with Growth Targets • Stuck in Traffic: Fall Edition <p>Contact: Lori Jacobs - ljacobs@psrc.org</p>

PSRC Committees

<p><u>Bicycle/Pedestrian Advisory Committee (BPAC)</u> Date of Next Meeting: January 27, 2016 • 9:30 am – 11:30 am Topics from Nov. 18, 2015 Meeting (notes to be posted here):</p> <ul style="list-style-type: none"> • Open Street Map Sidewalk Data • AccessMapSeattle • BPAC Comments for WA State Public Transportation Plan <p>Contact: Kimberly Scrivner - kscrivner@psrc.org</p>	<p><u>Regional Staff Committee</u> Date of Next Meeting: January 21, 2016 9:30am (meeting length TBD) Topics from Dec. 17, 2015 Meeting (notes will be posted here):</p> <ul style="list-style-type: none"> • Comprehensive Plan Certifications & Alignment with Growth Targets follow-up (presentation) <p>Contact: Marina King – mking@psrc.org</p>
<p><u>Regional Traffic Operations Committee (RTOC)</u> Date of Next Meeting: February 4, 2016 • 9:30 am – 11:00 am Topics from Dec. 3, 2015 Meeting (full summary here):</p> <ul style="list-style-type: none"> • King County TSP Replacement Project • November Sub-committee Meeting • Review and Discuss Revised Charter <p>Contact: Gary Simonson - gsimonson@psrc.org</p>	<p><u>Transportation Operators Committee</u> Date of Next Meeting: January 27, 2015 • 10:30 am–12:30 pm Topics from Dec. 2, 2015 Meeting (summary will be posted here):</p> <ul style="list-style-type: none"> • 2015 Special Needs Transportation Contingency List Award • FY 2015 Adjustments • PSRC Section 5307 Grant Work Plan • Update on Centers Framework Project • Transit Integration Topic at December TPB and Future Topics • Transit Access Assessment <p>Contact: Gil Cerise - gcerise@psrc.org</p>
<p><u>Regional FTA Caucus</u> Date of Next Meeting: <i>(To be determined)</i> Topics from Dec. 8, 2015 Meeting (notes will be posted here):</p> <ul style="list-style-type: none"> • 2015 FTA Adjustments * • Corrections for 2013 and 2014 FTA Funds * • 2016 Project Selection Process <p>Contact: Kelly McGourty - kmcgourty@psrc.org</p>	<p><u>Regional Project Evaluation Committee</u> Date of Next Meeting: January 22, 2016 • 9:30am–11:00 am Topics from Dec. 4, 2015 Meeting (full summary here):</p> <ul style="list-style-type: none"> • Transportation Policy Board Debrief • Status Reports • DISCUSSION: 2016 Project Selection Process <p>Contact: Kelly McGourty - kmcgourty@psrc.org</p>
<p><u>Regional Food Policy Council</u> Date of Next Meeting: Friday, January 7, 2016, • 10 a.m. – 12 noon Topics from November 13, 2015 Meeting (notes will be posted here):</p> <ul style="list-style-type: none"> • Regional Economic Strategy & Food Policy update • Cascade Harvest Coalition update • Food Access subcommittee • Staff Food Economy subcommittee • Food for Tomorrow Conference report • WA Food Systems Draft Prospectus • Updates: King Conservation District grant and PSRC update <p>Contact: Liz Underwood-Bultmann - LUnderwood-Bultmann@psrc.org</p>	

KRCC Budget to Actual Report
January 5, 2016 KRCC Board Meeting

v.12-21-15

KRCC Summary of Charges to Date (11/30/2015)

Task	Budget	Current Invoice	Previously Invoiced	Balance	% Contract Completed
Task 1 Executive Board	\$ 48,755.26	\$ 6,090.75	\$ 18,118.04	\$ 24,546.47	34%
Task 2 Executive Committee	\$ 11,970.92	\$ 2,704.43	\$ 7,992.60	\$ 1,273.89	2%
Task 3 Planning Director's Forum	\$ 15,264.80	\$ 2,546.47	\$ 10,143.11	\$ 2,575.22	4%
Task 4 TransPOL	\$ 19,006.83	\$ 2,849.14	\$ 7,259.54	\$ 8,898.15	12%
Task 5 TransTAC	\$ 27,375.17	\$ 4,100.44	\$ 8,197.73	\$ 15,077.00	21%
Task 6 State/Regional Legislative Coord.	\$ 6,829.42	\$ 4,117.10	\$ 4,260.51	\$ (1,548.19)	-2%
Task 7 Overall Support	\$ 27,046.08	\$ 2,344.38	\$ 16,473.43	\$ 8,228.27	12%
Task 8 Assessment	\$ 3,373.33	\$ 1,254.53	\$ 1,339.36	\$ 779.44	1%
Task 9 Website	\$ 6,657.16	\$ 28.67	\$ -	\$ 6,628.49	9%
Task 10 PRSC Support	\$ 8,580.24	\$ 500.79	\$ 3,253.65	\$ 4,825.80	7%
TOTALS	\$ 174,859.21	\$ 26,536.70	\$ 77,037.97	\$ 71,284.54	59%
			<i>% of contract period expended</i>		42%