



**KITSAP REGIONAL COORDINATING COUNCIL (KRCC)  
TRANSPORTATION POLICY BOARD (TRANSPOL) MEETING SUMMARY**

May 12, 2016 Meeting  
v. 6/3/2016

**DECISIONS AND ACTIONS**

<b>Decisions</b>		
TransPOL decided to... <ul style="list-style-type: none"> <li>• Approve the 3/24/2016 TransPOL meeting summary as final.</li> <li>• Recommend the Countywide Competition’s funding and contingency lists to the KRCC Board.</li> <li>• Provide KRCC annual updates on the status of Countywide Projects shortly after the annual obligation date.</li> </ul>		
<b>Actions</b>	<b>Person Responsible</b>	<b>Status</b>
Provide the KRCC Board photos of the recommended Countywide Projects during the June 7 KRCC Board meeting.	KRCC Staff	In progress
Convene TransTAC to discuss their strategy for the Regional Project Evaluation Committee (RPEC) meeting.	KRCC Staff	Complete
Ensure that all recommended Countywide Projects have secured funding before the KRCC Board meeting.	KRCC Staff	Complete

**A. WELCOME**

Betsy Daniels, KRCC Program Director, welcomed participants (see Attachment A) and explained that the main purpose of the Transportation Policy Committee (TransPOL) meeting was to review the projects recommended from TransTAC for the Countywide Competition. If approved by TransPOL at this meeting, the projects will be reviewed for approval by the KRCC Executive Board, and then advanced to the Puget Sound Regional Council (PSRC). Betsy reminded TransPOL members about KRCC’s objectives throughout the project selection process for the Countywide Competition:

- Align with regional policy guidance (PSRC’s 2016 Policy Framework), tailored to the local context;
- Develop updated criteria and document other considerations to be considered; and
- Ensure a fair, transparent, and merit-based competition where the results can be linked to the process used to make decisions.

**B. MEETING SUMMARY**

There were no edits for the March 24, 2016 TransPOL draft meeting summary. Councilmember Nystul moved to approve the meeting summary, Councilmember Ashby seconded, and all TransPOL members voted in approval.

## C. COUNTYWIDE COMPETITION

### Review of Project Selection Process

Jennifer Wieland, KRCC Transportation Program Lead, reviewed the project selection process to date for the Countywide Competition:

1. TransTAC members reviewed all project applications and ranked each project (except their own) using the Board approved evaluation criteria.
2. During a full day evaluation workshop, each project sponsor gave a brief presentation of their project to TransTAC.
3. TransTAC members finalized their individual rankings (1 per jurisdiction) of the projects they evaluated.
4. KRCC staff converted the High/Medium/Low rankings into numerical values 3/2/1 for consistency and averaged the values for each criterion.
5. TransTAC reviewed the list of projects in order of ranking and discussed whether any “other considerations” applied; initial funding recommendations were developed at this time.
6. To support the allocation of funding over the full range of Kitsap jurisdictions, project sponsors considered modifications to initial funding requests (by reducing project scope, increasing local match, and/or separating project phases).
7. Project sponsors were each expected to demonstrate that any reduced requests still funded a complete phase of their project.
8. TransTAC verified that allocations for the preservation and non-motorized set-asides and rural minimum were met and finalized recommendations.
9. TransTAC placed unfunded phases of priority projects on the contingency list.
10. TransTAC placed projects that could not be funded with the available resources (e.g., phasing was not an option) and projects with lower rankings on the contingency list.
11. TransTAC discussed “other considerations” for projects on the contingency list and finalized the ranked order.

It was clarified that all recommended Countywide Projects have secured funding (from a variety of sources if necessary).

### Review TransTAC's Recommended Funding List

TransPOL reviewed the following projects that TransTAC recommended for funding:

Jurisdiction	Project Name	Recommended Award	Category	Sum of Average Rankings
KRCC	SR305 Improvements Study	\$ 367,625	General	17.70
Kitsap Transit	Wheaton Way Transit Center	\$ 800,000	General	17.00
Poulsbo	Noll Road Phase 1 Construction	\$ 3,429,448	General	16.00
Bremerton	Warren Avenue Bridge - Shared Use Pathway	\$ 475,750	General	15.83
Port Orchard	Tremont Street Widening	\$ 1,680,447	General	15.20
Kitsap Transit	Hwy 16 Park and Ride Alternatives Analysis	\$ 249,000	General	14.40
Kitsap County	Ridgetop Boulevard Green Streets Phase 2+3	\$ 1,188,000	General	14.40
Bainbridge Island	Sportsman's and New Brooklyn Intersection Improvement	\$ 156,000	General	12.20

Jurisdiction	Project Name	Recommended Award	Category	Sum of Average Rankings
Bainbridge Island	Fletcher Bay Shoulder Improvements	\$ 389,000	Non-motorized	14.60
Kitsap Transit	Kitsap Transit Bike Barn Rehabilitation	\$ 248,000	Non-motorized	14.20
Kitsap County	Totten Road	\$ 723,000	Non-motorized	13.60
Kitsap County	Silverdale Way Preservation	\$ 930,000	Preservation	15.20
Bremerton	6th Street Preservation	\$ 640,100	Preservation	12.50
Kitsap County	Seabeck Highway #2	\$ 189,900	Preservation	12.20
Kitsap County	Carney Lake Road	\$ 389,000	Rural	11.60
Kitsap County	Seabeck Highway #2	\$ 751,100	Rural	12.20

### Review TransTAC's Recommended Contingency List

TransPOL reviewed the following projects that TransTAC recommended for the contingency list.

Jurisdiction	Project Title	Contingency Amount	Category	Sum of Average Rankings
Bremerton	Warren Avenue Bridge - Shared Use Pathway	\$ 1,524,250	General	15.83
Kitsap County	SR104 Realignment	\$ 740,000	General	14.80
Kitsap Transit	Gateway Center TOD Planning	\$ 160,000	General	14.40
Kitsap County	Ridgetop Boulevard Green Streets Phase 2/3	\$ 1,037,000	General	14.40
Kitsap Transit	Bainbridge Island Transfer Center Lighting and Security Upgrade	\$ 50,160	General	12.40
Bainbridge Island	Sportsman's and New Brooklyn Intersection Improvement	\$ 702,945	General	12.20
Poulsbo	Forest Rock Road Preservation	\$ 865,000	Preservation	12.00
Bremerton	Bremerton Signal System Upgrade	\$ 865,152	General	10.67

### Discussion

Q: How have changes in PSRC's policies affected the Countywide Competition's project selection and allocation processes?

A: Over the last few years, PSRC has made more stringent requirements regarding obligation dates. In addition, PSRC now requires secure funding for full phasing of projects, rather than partially funding phases.

Q: Is Kitsap Transit a voting member of TransTAC, considering it is not a voting member of the KRCC Board?

A: Yes, Kitsap Transit is a full voting member of TransTAC.

Q: It is noted on the handout for the scoring outcomes from TransTAC that Bainbridge Island had just received the returned funds to support a project on the 2014 contingency list. Was this considered as part of TransTAC's decision making? If so, what criteria does this fall within? And if it is not part of the stated criteria, should it be?

A: Yes, it was taken into consideration. This was in part because the KRCC Board decided not to fold it into the 2016 Countywide Competition and instead award a project from the 2014

contingency list. Because the award was so close in time to the 2016 Countywide Competition, it did become part of the TransTAC's decision making. This timing was unusual and unlikely to happen again. However, TransTAC will consider this as part of its review of the lessons learned from the 2016 Countywide Competition and will consider this as it revises the evaluation criteria for the 2018 Countywide Competition for KRCC Board review.

Q: What is the process for achieving the local match for transportation projects whose recommended awards are less than their requests?

A: In some cases, local jurisdictions passed resolutions committing local funds to complete phases of proposed transportation projects. If local jurisdictions cannot provide local funds in the future, then the awarded funds will be returned and allocated to the contingency list.

Q: Is there a way to track the progress of Countywide Projects so that the KRCC Board is made aware of likely returned funds as soon as possible?

A: KRCC staff will provide a status report of Countywide Projects so that jurisdictions with projects on the contingency list can be aware of the potential for available funding.

### **Lessons Learned**

TransPOL suggested that the next Countywide Competition (in 2018) should clarify and underscore the importance of geographic equity *over time* in the evaluation criteria and programming process.

### **Recommendation**

Executive Director Clauson moved to recommend the full slate of Countywide Projects (including the contingency list) to the KRCC Board; Councilmember Nystul seconded; and all TransPOL members voted in approval.

## **D. REGIONAL PROJECTS**

Jennifer reviewed the process for the Regional Competition moving forward:

- May 19, 2016: PSRC will release the scoring for the Regional Projects
- May 26-27, 2016: TransTAC project sponsors will attend PSRC's Regional Project Evaluation Committee (RPEC)
- July 14, 2016: TransPOL members will attend PSRC's Transportation Policy Board meeting

## **G. PUBLIC COMMENTS**

There were no public comments.

*The meeting adjourned at 4:30 PM*

## ATTACHMENT A

### Members

NAME	JURISDICTION	IN ATTENDANCE
Ashby, Bek	Port Orchard	✓
Clauson, John	Kitsap Transit	✓
Erickson, Becky	Poulsbo	
Garrido, Charlotte	Kitsap County	✓
Gelder, Rob	Kitsap County	
Henry, Jim	Poulsbo	✓
Medina, Kol	Bainbridge Island	✓
Nystul, Gary	Poulsbo	✓
Stakeljahn, Axel	Port of Bremerton	
Tollefson, Val	Bainbridge Island	✓

### Observers

NAME	JURISDICTION
Dorsey, Mark	Port Orchard
Engel, Dennis	Washington State Department of Transportation
Forte, David	Kitsap County
Knuckey, Tom	Bremerton
Lenius, Diane	Poulsbo
Lillie, Steffani	Kitsap Transit
Loveless, Barry	Bainbridge Island
Nelson, Andrew	Kitsap County
Salisbury, Fred	Port of Bremerton

### KRCC Staff

NAME	TITLE
Daniels, Betsy	KRCC Program Lead
Wieland, Jennifer	KRCC Transportation Program Lead
Glass, Sophie	KRCC Administrative Coordinator