

INTER-LOCAL AGREEMENT

Between Kitsap Transit and the Kitsap Regional Coordinating Council

THIS INTER-LOCAL AGREEMENT, made and entered into this 19TH day of DECEMBER 2013 between KITSAP TRANSIT, (hereinafter referred to as "TRANSIT") and the KITSAP REGIONAL COORDINATING COUNCIL (hereinafter referred to as "the Council").

WHEREAS, the primary mission of the Council's TransTAC and TransPOL is (1) to prioritize Kitsap County transportation projects via the Puget Sound Regional Council funding processes; (2) to coordinate State, County, City, TRANSIT, Port and Tribal transportation planning; and, (3) to recommend countywide transportation planning policies; and

WHEREAS, TRANSIT's Executive Director is a voting member of the Council's TransPOL and TRANSIT's Capital Projects Manager is a voting member of the Council's TransTAC, and the Council Board of Directors includes seven members or a plurality of the elected officials who also comprise the Kitsap Transit Board of Commissioners; and therefore TRANSIT has representation on the Council's three levels of decision-making; and

WHEREAS, TRANSIT desires to enter into an INTER-LOCAL AGREEMENT with the Council for services to be performed under the Adopted Council Transportation Work Programs, attached and incorporated by reference herein as Exhibit A; and

WHEREAS, as the services to be performed under the Work Programs are conducted, reviewed, and monitored by TransPOL and the Council Board of Directors; and

NOW THEREFORE, the parties, through their respective legislative bodies in consideration of the mutual covenants contained herein, do agree as follows:

I PAYMENT

The Council shall invoice TRANSIT, with appropriate documented support, the annual dues for the term of the INTER-LOCAL AGREEMENT. TRANSIT shall reimburse the Council no later than 30 days of invoice.

II TERM

The effective date of this INTER-LOCAL AGREEMENT shall be January 1, 2013 and it shall remain in force through December 31, 2014.

III ENTIRE AGREEMENT

This INTER-LOCAL AGREEMENT constitutes the entire agreement among the parties and both parties acknowledge that there are no other agreements, written or oral, that have not been fully set forth in the text of this agreement.

IV AMENDMENTS

The parties hereby further agree that this INTER-LOCAL AGREEMENT cannot be amended or modified without the written concurrence of all parties.

V

APPLICABLE LAW: VENUE

THIS INTER-LOCAL AGREEMENT shall be construed and interpreted in accordance with the laws of the State of Washington, and, in the event of dispute, the venue of any action brought hereunder shall be in Kitsap County Superior Court.

This INTER-LOCAL AGREEMENT is approved and entered into by the undersigned local government units the day and year above written.

For Kitsap Regional Coordinating Council:



Josh Brown, Chair

12/10/13
Date

Attest:

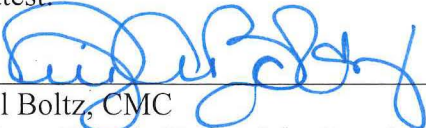

Mary McClure, Executive Management

12/15/13
Date

For Kitsap Transit:


John Clauson, Executive Director

12/19/13
Date

Attest:


Jill Boltz, CMC
Kitsap Transit Clerk of the Board

12.19.13
Date



2013 Work Program
Adopted: February 26, 2013

Program Element		2012	2013	2014
Core including Mandated Program Elements (Federal / State)				
Executive Board: During 2013, eight (8) monthly meetings of the KRCC Executive Board, as established, at the NDGC Meeting Chamber, and monthly meetings (11, excepting August) of the KRCC Executive Committee, once in person and once via telcon as needed. To accomplish policy oversight and review of all program elements and:				
1	Support Kitsap reps' interaction within PSRC Boards & Committees via monthly telcons w/ follow-up	✓	✓	✓
2	Coordinate input among jurisdictions on range of topics e.g. DoE, WSF, State Legislature	✓	✓	✓
3	Refine Annual Legislative Principles	✓	✓	✓
4	Topics of shared interest e.g. Clean Air Agency briefing, policy aspects of Cross-Agency Cost Efficiencies	✓	✓	✓
5	Review Member Agency Funding Principles & Strategies		✓	
Transportation: During 2013, nine (9) monthly meetings of the KRCC Transportation Committees (TransPOL and TransTAC), as established, to accomplish:				
1	Federal transportation interim funding cycle	✓	✓	✓
2	Track existing federally-funded project obligations	✓	✓	✓
3	Coordinate input to PSRC e.g.: Forward Washington data County / Regional Bicycle Plan Rural Element of T2040 T2040 Project Prioritization	✓	✓	✓
4	Review Countywide Multi-Modal Transportation Plan work elements and progress		✓	
Growth Management: During 2013, eleven (11) monthly meetings of KRCC Planning Directors Forum, as established, to accomplish:				
1	Population Distribution & Related Data Analyses (e.g. Census, UGA/non-UGA split, Buildable Lands, et al)	✓	✓	✓
2	Review of UGA/non-UGA Population (as per CPP's)		✓	
3	Coordinate input to PSRC e.g.: Rural Element of T2040 Technical Forecasting Update V2040 Implementing Measures	✓	✓	✓
4	Topics of shared interest e.g. UGAMA principles	✓	✓	✓
Self-Funding Programs				
Kit~Net Program (see attached)		✓	✓	✓
Grant Programs for Housing & CDBG (see attached)		✓	✓	✓
Low Income/Homeless Housing Grant Programs:				
1	Program & Grant administration, including Coordinated Grant Application Process (with CDBG)	✓	✓	✓
2	Grant Program Review		✓	



2014 Work Program

Approved by Executive Board November 26, 2013

Program Element		2012	2013	2014
Core including Mandated Program Elements (Federal / State)				
Executive Board: During 2014, nine (9) monthly meetings of the KRCC Executive Board, as established, at the NDGC Meeting Chamber, and monthly meetings (11, excepting August) of the KRCC Executive Committee, once in person and once via telcon as needed. To accomplish policy oversight and review of all program elements and:				
1	Ad Hoc Organizational Review Committee (<i>see next page for detail</i>)			✓
2	Coordinate appointments & Support Kitsap reps' interaction within PSRC Boards & Committees via monthly telcons & 1st Quarter in-person briefing	✓	✓	✓
3	Coordinate input among jurisdictions on range of topics <i>e.g.</i> DoE, WSF, State Legislature	✓	✓	✓
4	Refine Annual Legislative Principles	✓	✓	✓
5	Topics of shared interest <i>e.g.</i> Food Policy briefing, policy aspects of Cross-Agency Cost Efficiencies	✓	✓	✓
6	Administrative environment, including web presence, organizational insurances, computing operations, public document retention system	✓	✓	✓
Transportation: During 2014, eleven (11) monthly meetings of the KRCC Transportation Committees (TransPOL and TransTAC), as established, to accomplish:				
1	Participate in Countywide Multi-Modal Transportation Plan work elements and progress			✓
2	Federal transportation funding cycle	✓	✓	✓
3	Track existing federally-funded project obligations	✓	✓	✓
4	Coordinate topical input to PSRC , including re: T2040 Update	✓	✓	✓
Growth Management: During 2014, nine (9) monthly meetings of KRCC Planning Directors Forum, as established, to accomplish:				
1	Household & Employment Targets + Related Data Analyses <i>e.g.</i> UGA/non-UGA split, Buildable Lands, JLUS	✓	✓	✓
2	Topic of interest: Implementable Comp Plan Updates	✓	✓	✓
3	Coordinate topical input to PSRC	✓	✓	✓
Self-Funding Programs				
Kit~Net Program (<i>see attached</i>)		✓	✓	✓
Grant Programs for Housing & CDBG (<i>see attached</i>)		✓	✓	✓
1	Low Income/Homeless Housing Grant Programs: Program & Grant administration, including Coordinated Grant Application Process (with CDBG)	✓	✓	✓
2	Coordinated Entry Program Review		✓	✓

**Ad Hoc Organizational Review Committee
Advisory to the Executive Committee, Including:**

- Finalize Member Agency Funding Principles & Strategies, including dues structure/ level and operational reserve policy.
- Identify short-term strategies (1-2 years) for organizational sustainability through mid-term transition (3-4 years).
- Review self-funding programs in terms of “best home”: Kit~Net and Low Income / Homeless Housing Grant Programs and CDBG (policy board for Balance-of-County Program)
- Review representation principles for committees & programs, (*e.g.* TransPOL, Executive Committee) with recommendations for any change.
- Review communications and operational environment, including security / computing audit results; document retention policies; web presence and use of techno-tools for jurisdictional interactions.

Target: Monthly meetings December – June,
with recommendations to Executive Board @ July Board meeting, with
implementation timed as appropriate.