

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF March 04, 2025

Board of Commissioners Present:

Driskell, Robert, Teamsters Local No. 589, *non-voting member*
Erickson, Becky, Mayor, City of Poulsbo
Mockler, Anna, Councilmember, City of Bremerton
Moriwaki, Clarence, Councilmember, City of Bainbridge Island
Putansuu, Robert, Mayor, City of Port Orchard, **Chair**
Rolfes, Christine, Kitsap County Commissioner
Root, Oran, Kitsap County Commissioner
Rosapepe, Jay, Councilmember, City of Port Orchard
Walters, Katie, Kitsap County Commissioner, **Vice Chair**
Wheeler, Greg, Mayor, City of Bremerton,

Staff Present:

Sanjay Bhatt, Marketing & Public Information Director; Jackie Bidon, Clerk of the Board, Public Records Officer; Michael Bozarth, Operations Director; John Clauson, Executive Director; Dennis Griffey, Vehicle and Facilities Maintenance Director; Steffani Lillie, Service and Capital Development Director; Mary Pauly, Human Resources Director; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Raymond Scott, Marine Services Director; Paul Shinnars, Finance Director

Also Present: David Weibel, Legal Counsel

Select the video Zoom address below or copy and paste into your browser address field to hear the Kitsap Transit Board of Commissioners discussion of a specific topic, or the complete meeting. Note the video time stamp beside the topic.

https://kitsaptransit.zoom.us/rec/share/ge98tNtnHXE_BeIRkLvmj9KADFijcgXpgEH3uJPj80eMJN3ViC7Pniqh6Sxa_eRj.Q4MYTza_WyaTYqq9 Passcode: H7V2yKH!

1. CALL TO ORDER: Mayor Putansuu called the meeting of the Kitsap Transit Board of Commissioners to order at 10:30 AM.

2. AGENDA REVIEW

Upon review by the Board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

No Chair comments.

4. COMMUNITY ADVISORY COMMITTEE REPORT

0:01:11, Executive Director Clauson shared that the Community Advisory Committee (CAC) had their meeting on the 27th of February. The committee discussed the following items:

- Overcrowding on one of the routes in South Kitsap. Kitsap Transit will be reviewing the situation.
- Late departures from transit centers which results in late arrivals.
- Issues with member ID cards not being recognized when accessing the transit system.
- Provided kudos to the Bremerton Ferry crews for their customer service.
- CAC members support adding a seat to the CAC for a representative from the Kitsap Health District.

5. CONSENT / ACTION ITEM:

- a. Warrants for January 2025
 - Warrant numbers transit fund 171476 to 171878 of \$11,102,789
 - Warrant numbers ferry fund 608691 to 608791 of \$3,159,879
 - Payroll Account disbursements of \$3,558,200
 - ACH clearing account payments of \$59,888
 - Travel Account Disbursements of \$8,859
 - Purchasing Card Disbursements of \$58,631
- b. Minutes of January 21, 2025
- c. Minutes of February 18, 2025

0:03:03, **Mayor Erickson moved and Commissioner Walters seconded the motion to approve the Consent Agenda.**

Discussion: None.

Motion passed unanimously.

6. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 25-19, Award Uniform Contract Routed, ACCESS and Marine Services

0:03:41, Executive Director Clauson stated that this resolution is asking permission to award the uniform contract to Galls. Galls is the current vendor supplying uniforms for Routed and ACCESS operators and would include uniforms for Marine Services with this contract. The contract term would be two years, with three one-year options.

0:05:02, **Councilmember Rosapepe moved and Mayor Erickson seconded the motion to adopt Resolution No. 25-19, authorizing staff to award the contract for the direct purchase of Operator and Marine Services Uniforms to Galls in the amount of three hundred three**

thousand six hundred sixty-seven dollars (\$303,667).

Discussion: None.

Motion passed unanimously.

b. Resolution No. 25-20, Transit Driver Appreciation March 18, 2025

0:06:12, Executive Director Clauson shared that this tradition stems from the original transit service, implemented in 1662, in Paris. Executive Director Clauson stated that it's a continuation of appreciating the operators and the jobs they perform every day for us. Kitsap Transit is asking the Board to acknowledge that March 18, 2025, will be Transit Driver Appreciation Day in Kitsap County.

Discussion:

0:07:02, Commissioner Walter stated that it is wonderful to be able to have a special day to acknowledge Kitsap Transit drivers. Transit drivers are the connection to community and services. She thanked the drivers in the room and all drivers for their service to the Kitsap County community.

Mayor Putaansuu shared his appreciation and thanks to transit drivers.

Mayor Erickson requested that Mayor Putaansuu read Resolution 25-20 aloud.

Mayor Putaansuu read Resolution No. 25-20, Transit Driver Appreciation Day, March 18, 2025.

Commissioner Walters asked if this resolution includes the ferry workers as well.

Executive Director Clauson shared that Transit Driver Appreciation Day is specifically targeted at recognizing the bus operators only. Transit Appreciation Day, later in the year, includes all staff.

Mayor Wheeler stated that areas and customers the drivers serve may not be as pleasant as in other areas and for the drivers to be the face of a public agency is a critical public service. He shared his appreciation and acknowledged their selfless dedication to the public.

0:07:16, **Commissioner Walters moved and Councilmember Mockler seconded the motion to adopt Resolution No. 25-20, authorizing staff to acknowledge March 18th, 2025, as Transit Driver Appreciation Day in Kitsap County.**

Motion passed unanimously.

c. Resolution No. 25-21, Contract Amendment for SR16 Park and Ride

0:20:25, Executive Director Clauson stated that this resolution is requesting to award a contract amendment to the consultant firm designing the new park-and-ride at Sedgwick and Hwy 16, designated as the Ruby Creek Park and Ride. Kitsap Transit is asking to modify the design to include the addition of two inductive charging units at the transit center, up to ten parking recharging units for EVs, and designing a solar panel overhead to help generate energy to use in the facility.

0:22:03, **Councilmember Moriwaki moved and Councilmember Rosapepe seconded the motion to adopt Resolution No. 25-21, authorizing staff to award a contract amendment to LDC, Inc. for the State Route (SR) 16 Park and Ride Design Project in the of amount of ninety-nine thousand one hundred twenty-seven dollars (\$99,127).**

Discussion: None.

Motion passed unanimously.

d. Resolution No. 25-22, Change Order 1, KT 24-945 Lady Swift Engine Swing

0:23:43, Executive Director Clauson shared that the Lady Swift is in the process of having three of its four engines replaced. The Lady Swift is currently in dry dock and the fourth engine is now available for replacement. Change Order 1 is asking the marine contractor to replace the fourth engine as part of the overhaul. Clauson stated that Change Order 1 exceeded his authority so he reached out and received concurrence from the Board Chair to proceed. He added that the resolution is confirming the action that has taken place.

0:25:48, **Commissioner Root moved and Councilmember Rosapepe seconded the motion to adopt Resolution 25-22, acknowledging Executive Director's delegated authority to approve Change Order 1, with concurrence of the Board Chair, for KT 25-945 Lady Swift Engine Swing project in the amount of thirty-four thousand three hundred twelve dollars (\$34,312).**

Discussion: None.

Motion passed unanimously.

e. Resolution No. 25-23, Award KT 25-948 Marine Engine Rebuild

0:26:51, Executive Director Clauson stated that staff completed the bid process to have the spare RP marine engine rebuilt and has identified NC Power Systems as the successful bidder. Kitsap Transit has worked with this company in the past and is asking permission to award the contract to NC Power Systems.

0:28:03, **Councilmember Moriwaki moved and Commissioner Root seconded the motion to adopt Resolution No. 25-23, authorizing staff to award KT 25-948 C18 Marine Engine**

Overhaul to NC Power Systems in the amount of one hundred five thousand one hundred seventy-two dollars (\$105,172).

Discussion: None.

Motion passed unanimously.

f. Resolution No. 25-24, Approve Parsons NetCloud Renewal 2025

0:28:57, Executive Director Clauson shared that this resolution is asking permission to enter into a service contract with Parsons, formerly IPKeys, for the communication technology system on the buses. The system routes the ORCA fair collection system, AVL systems and other required communications from the bus to a land server.

0:31:00, **Councilmember Rosapepe moved and Councilmember Moriwaki seconded the motion to adopt Resolution No. 25-24, authorizing staff to execute an agreement with Parsons for the renewal of Netcloud service and support for the Cradlepoint routers on our fleet vehicles for the sum of one hundred twenty-nine thousand seven hundred two dollars (\$129,702), for a term of one year.**

Discussion:

0:31:30, Councilmember Rosapepe asked why there are no options in the contact.

Executive Director Clauson stated that this type of contract is usually a year-by-year contract. Contracting with Parsons for one year will provide Kitsap Transit maintenance, updates, upgrades and software licensing.

Motion passed unanimously.

7. EXECUTIVE DIRECTOR ITEMS

0:32:34, Executive Director Clauson briefed the Board on the following items.

- Update on Olympia Legislature and Federal grant funding

0:38:01, Board discussion included the bus order with Gillig, Bremerton Fan Zone for 2026 World Cup, transporting fans on transit and ferry.

Executive Director Clauson shared that Kitsap Transit has paused the bus order to Gillig.

0:38:48, Service & Capital Director Steffani Lillie stated that Kitsap Transit has a lot of questions with the Federal Government related to the funding awards. She shared that there are positive things happening; all of Kitsap Transit's formulary funding is still moving and being paid out.

Challenges are in the discretionary funding; some of the buses delivered have yet to be processed and are discretionary funding. They are working with the Federal Government to get the funds moving forward since the buses have been delivered and are under contract.

Executive Director Clauson stated that some of the announcements for fund awards were early enough that Kitsap Transit will not move forward with any commitments at this time. Two examples of paused funding commitments are the RAISE Grant for construction of a new Maintenance Facility in Poulsbo and committing funds to build a new ferry for Kingston.

Councilmember Moriwaki inquired about the funding and time frame for the hydrofoil design, testing, certification and delivery, assuming the funding was secured.

Executive Director Clauson clarified that the hydrofoil design funding is secure, the contract awarded and the company working on the design. However, the state funding, which was previously approved by the former governor, is uncertain and needs to be confirmed. The design is expected to be completed soon, but the timeline is not yet clear. He reminded the Board that the hydrofoil is a prototype and not suitable for large events like the World Cup. The team is exploring the possibility of leasing additional vessels for the 2026 event.

Executive Director Clauson shared that, by retaining the surplus vehicles, they would use the vehicles for transportation within Bremerton during the World Cup. He stated a need for more information to improve strategic financing and vessel capacity, consideration of leasing new vessels and preparing for overtime. He added that hotel rooms in Kitsap County would be booked during the event, necessitating additional bus service.

Kitsap Transit Board of Commissioners agreed to form a FIFA subcommittee to further discuss strategy for services during the 2026 World Cup. Mayor Wheeler, Mayor Putaansuu, Commissioner Walters, and Councilmember Moriwaki will head up the FIFA subcommittee.

- Potential to add two new positions

Executive Director Clauson stated that there is a need for additional positions within the agency due to upcoming challenges. One challenge is the retirement of a consultant who has been leading the Peninsula Regional Transportation Planning Organization (PRTPO). They anticipate needing to hire another consultant or planner to take on this role but expect the cost to be significantly higher than the current rate. To address this, he proposed hiring a long-range planner who would dedicate 50% of their time to PRTPO and the other 50% to Kitsap Transit interests. This position would also help prepare for the 2026 World Cup. Clauson shared the need for clerical support in training, suggesting the creation of an administrative assistant position that would devote 50% of its time to training support and 50% to public records requests.

8. STAFF RECOGNITION / PROGRESS REPORTS

- a. Recognizing Drivers of the Month for December 2024 (10:45am)

b. Recognizing Drivers of the Month for January 2025

0:12:08, Kathryn Jordan, Routed Manager, recognized the Routed Driver of the Month for December 2024, Jonathan Adkins.

Kathryn Jordan, Routed Manager, recognized the Routed Driver of the Month for January 2025, Mac McCollum.

Jeff Vinecourt, ACCESS Manager, recognized the ACCESS Driver of the Month for December 2024, Chris O'Hora.

Jeff Vinecourt, ACCESS Manager, recognized the ACCESS Driver of the Month for January 2025, Damien Sabado.

Jeff Vinecourt, ACCESS Manager, recognized the Worker Driver of the Month for January 2025, Bryon Kingsbury.

- c. March 2025 Report from KT Lobbyist
- d. Draft Financial Reports through January 2025
- e. Capital Work in Progress January 2025
- f. Fuel Costs Report through the end of February 2025
- g. System Performance Report Qtr 4 2024
- h. Financial Reports 4th Qtr
- i. 2024 Goals Progress Report

01:00:00, Mayor Erickson expressed her appreciation for the detailed bill report submitted by Kitsap Transit Lobbyist, Dylan Doty.

Board members spoke to the 2026 World Cup, with concerns raised about the geopolitical situation and its potential impact on the event. The importance of sports as a unifying force was emphasized, and the need for security during the World Cup was also highlighted.

Executive Director Clauson discussed the positive trends in ridership data, noting a 17% increase in ridership in 2024 over 2023. He mentioned that midday service was filling in, indicating a shift in demand. Clauson shared that improvements with the new technology installed on buses will be reporting more accurate ridership data including boarding and alighting data. He stated that the upcoming automated voice announcement and vehicle locating system is in the testing phase.

9. PUBLIC COMMENTS

01:13:58, Greg Woodfill, President of ATU 587, expressed appreciation for the recognition of transit operators and spoke to the ATU 587 contract negotiations.

10. FOR THE GOOD OF THE ORDER:

1:17:47, Board discussion included a suggestion to establish a marketing program for specific routes to increase ridership. The Board also discussed the Kitsap Transit Mission Statement, with some members suggesting it should be revised to better reflect services and its role in the community.

11. ADJOURN: At 11:54 AM, Mayor Putaansuu adjourned the regular meeting.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 1st day of April, 2025.

Attest:

DocuSigned by:
Jackie Bidon
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Jackie Bidon, Clerk of the Board

Signed by:
Rob Putaansuu
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Rob Putaansuu, Chairperson