

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING

MINUTES OF MARCH 2, 2021

Board of Commissioners Present:

Daug, Leslie, Council Member, City of Bremerton
Deets, Joe, Council Member, City of Bainbridge Island
Erickson, Becky, Mayor, City of Poulsbo
Fuller, Mark, Teamsters Local No. 589, *non-voting member*
Garrido, Charlotte, Kitsap County Commissioner
Gelder, Robert, Kitsap County Commissioner
Putansuu, Robert, Mayor, City of Port Orchard, **Chair**
Schneider, Leslie, Mayor, City of Bainbridge Island
Wheeler, Greg, Mayor, City of Bremerton
Wolfe, Edward, Kitsap County Commissioner, **Vice Chair**

Staff Present:

Vanessa Audett, Human Resources Director; Sanjay Bhatt, Marketing Director; Jill Boltz, Clerk of the Board; John Clauson, Executive Director; Ellen Gustafson, Operations Director; Dennis Griffey, Vehicle & Facilities Maintenance Director; Steffani Lillie, Service & Capital Development Director; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Ray Scott, Marine Services Director; Paul Shinnars, Finance Director.

1. CALL TO ORDER: Chairperson Putansuu called the meeting of the Kitsap Transit Board of Commissioners to order at 8:31AM.

Clerk of the Board Boltz shared the following opening statement: this meeting of the Kitsap Transit Board of Commissioners is being held virtually in accordance with Governor Inslee's Proclamation No. 20-28 and subsequent extensions relating to the suspension of certain provisions of the Open Public Meetings Act. Staff has provided numerous resources for the public to listen, view and provide comment for this meeting. This meeting will be recorded and available for viewing at the public's convenience on the Kitsap Transit website or through Bremerton Kitsap Access Television (BKAT). This information was provided to the public through regular distribution of the agenda, posting on Kitsap Transit's website and Facebook page.

The public was invited to submit written comments to be included in the record by 4:00PM on Monday, March 1, 2021 to myself, Jill Boltz, Clerk of the Board. No comments were received. The Board will also take Public Comments during the designated time on the agenda. When called upon, please state your name for the record and you will have three (3) minutes to address the Board. [Note: recording had not started when opening statement was read.]

2. AGENDA REVIEW

Commissioner Putansuu asked if there were any changes to the agenda. There were none.

3. CHAIRPERSON'S COMMENTS

None.

4. CONSENT/ACTION ITEMS

- a. Warrants for January 2021
 - Warrant numbers transit fund 155646 to 155917 in the amount of \$5,430,813
 - Warrant numbers ferry fund 603399 to 603449 in the amount of \$1,295,588
 - Payroll transfer in the amount of \$1,883,728
 - ACH clearing account payment in the amount of \$66,104
 - Travel Advances of \$4,334
- b. Minutes of February 2, 2021 Board Meeting
- c. Resolution No. 21-17, Appointment of Alternate Member Representative to Washington State Transit Insurance Pool Board
- d. Resolution No. 21-18, Citizens Advisory Committee Reappointment
- e. Resolution No. 21-19, Petty Cash Drawer Policy

Commissioner Gelder moved and Commissioner Erickson seconded the motion to approve the Consent Agenda as presented. Discussion: None. Motion passed.

5. FULL DISCUSSION /ACTION ITEMS:

- a. *Resolution No. 21-20, Declaring Transit Driver Appreciation Day*

Executive Director Clauson explained this Resolution declares March 18th as Transit Driver Appreciation Day. This is an annual event supported by the American Public Transit Association and an opportunity to show appreciation to bus drivers. Clauson noted that while this began as recognition for bus drivers, he would also include the ferry staff and crew.

Commissioner Schneider arrived at 8:38AM.

Commissioner Gelder moved and Commissioner Daugs seconded the motion to adopt Resolution No. 21-20, declaring March 18, 2021 as Transit Driver Appreciation Day in Kitsap County. Discussion: Commissioner Gelder asked if there was anything planned. Clauson explained, probably not at this point. Commissioner Wolfe asked Clauson to relay the Board's sentiments that we are looking forward to the return of live meetings to enable Board to see the staff and operators. Operations Director Gustafson added that Bus Driver Appreciation Day started in 1600's as a service to the wealthy. This is an opportunity to show appreciation with a smile and wave to bus drivers on March 18th. Commissioner Daugs expressed her appreciation to drivers especially during COVID. Motion passed unanimously.

b. Resolution No. 21-21, Contract Amendment – Bremerton Police Department

Operations Director Gustafson explained there has been increased activity at Wheaton Way Transit Center (WWTC), especially at the public restrooms. KT has been working with Bremerton Police Department (BPD) at Bremerton Transportation Center (BTC) during peak hours when there is increased activity. Staff is requesting to extend the service to the WWTC during peak afternoon hours.

Commissioner Erickson asked where this would end considering there are large transit centers in Poulsbo, Kingston, and soon to be in Silverdale. Erickson questioned the obligations of local jurisdictions versus the obligation of KT.

Chair Putaansuu noted that larger systems seem to have their own security; however, at this time it is probably most efficient for KT to use local authorities.

Erickson spoke as a long-time commuter and the use of Washington State Patrol and Bainbridge Island Police Department at the Bainbridge Island Transit Center with no payment by transit for this service.

Commissioner Daug's questioned whether there was a conflict with her voting on this agenda item. Clauson stated, no, there is no conflict.

Executive Director Clauson explained the additional enforcement is for areas where there are repeated problems. In other areas, 911 is called and individual jurisdictions respond. Currently, the need is just during the afternoon commute. Larger systems, such as King County Metro, enter into a contract with the sheriff's department for uniformed transit police.

Commissioner Wheeler noted that Bremerton Police Department currently has limited face-to-face proactive community policing interaction with bike patrol and other types of community policing to protect selves and public due to COVID. Those committing nuisance and property crimes are being sent to jail and then released. There will be a need to reevaluate and review the trends to regroup moving forward.

Commissioner Gelder moved and Commissioner Wolfe seconded the motion to adopt Resolution No. 21-21, authorizing an amendment to the Bremerton Police Department Contract to include the Wheaton Way Transit Center for an additional expenditure of ninety-five thousand dollars (\$95,000). Discussion: None. Motion passed unanimously.

c. Resolution No. 21-22, Authorizing Negotiations for Property Acquisition – SR 16 Park & Ride Project

Executive Director Clauson explained staff is requesting authority to move forward with a purchase and sales agreement with the various property owners. This has been brought to the forefront due to activity with these properties and discussions with the City for potential

developments. Staff has been working with the Federal Transit Administration (FTA) to ensure KT is moving forward appropriately. The Capital Reserve has been identified for funding the acquisitions.

Service and Capital Development Director Lillie added that grant funding is secure and staff is in the process of moving dollars forward from outlook years.

Chair Putaansuu spoke to the activity on the now vacant land stating the City of Port Orchard has received several pre-applications on the property. If the property gets divided and developed, Kitsap Transit will lose this opportunity.

Commissioner Garrido asked if there are any sensitive areas on the property. Putaansuu noted that it abuts Blackjack Creek and will come with significant set-back requirements. Clauson added that KT is aware of the various conditions with the land. There is adequate land with the set-back buffers to accommodate a future transit oriented development (TOD) and the park and ride.

Chair Putaansuu noted that the City of Port Orchard adopted the Ruby Creek Sub-Area Plan for the area with a vision for the park and ride and a mixed-use development on the street front.

Commissioner Schneider asked what kind of protections there are for any significant trees. Chair Putaansuu explained there are critical areas with set-back requirements; however, it is primarily fields with a couple of homes and an existing gas station on the corner. Clauson added the properties are primarily open field areas with some trees near the wetlands that would not be disturbed.

Commissioner Erickson reassured Commissioner Schneider that when the North Viking Transit Center and park & ride were built, trees were removed but replaced with new trees. The Transit Center is beautiful and looks wooded; KT does a good job.

Commissioner Erickson moved and Commissioner Garrido seconded the motion to adopt Resolution No. 21-22, authorizing staff to begin negotiations with the owners for purchase and relocation assistance of properties for the SR16 Park & Ride project. Discussion: Commissioner Erickson noted that the Board looked at many properties for this park and ride and focused on this one. There are huge growth pressures on land in all the communities and there is a need to tie this up quickly. Erickson commented on the increase in property values with proximity to transit. The conversation of capturing property value gains could be coming forward through Puget Sound Regional Council. Motion passed unanimously.

d. Resolution No. 21-23, Bid Award – M/V Solano Delivery Crew

Executive Director Clauson explained the M/V Solano now officially belongs to KT. Two bids were received, one of from a company which is not only familiar with this type of vessel but specifically with the M/V Solano.

Commissioner Erickson asked about the timing and potential difficulties bringing the boat up the coast in March. Clauson stated there is no huge rush and weather will be taken into consideration. Marine Services Director Scott added the transport will hopefully occur later this month or early April.

Commissioner Garrido moved and Commissioner Deets seconded the motion to adopt Resolution No. 21-23, authorizing staff to award the contract KT 21-702 to Small Planet, LLC, in the amount of twenty-five thousand dollars (\$25,000) plus applicable sales tax for a delivery crew to transport the M/V Solano from Mare Island, CA to the Puget Sound. Discussion: None. Motion passed unanimously.

6. EXECUTIVE DIRECTOR ITEMS

Executive Director Clauson gave an update on the following:

- Gillig electric bus
 - Going through “shakedown cruise” that Gillig performs prior to delivery. Delivery is anticipated before end of this month.
- Fuel cell coach demonstration
 - Major push for transits to come up with alternatives to diesel coaches; staff believes it is appropriate to look at hydrogen fuel cells. Palm Springs, CA, has been operating fuel cell buses for quite a while and they are willing to loan KT one of their buses for 2-3 days to run it through our system the week of March 22. KT has offered the “experience” virtually to peers across state.
 - Board discussion included infrastructure, benefits over electric, creation/purchase of hydrogen, green benefits, and the long-term roll-out and/or fleet replacement plan.
- April 19, 2021 Board Meeting
 - Second meeting in April planned for discussion on budget, economy, changes to capital and operating budget, etc.
- Funding requests – developing a list of projects:
 - Shipyard. Will have 10 boats in fleet. Increasing challenge to not only moor but work on vessels.
 - Heavy Duty Maintenance Facility – Poulsbo. Ground identified for maintenance facility. Also includes funding for double deck buses.
 - Park & Ride – Hwy 104 / Hwy 307. Working with Department of Transportation (DOT)-owned property.
 - Park & Ride – Silverdale. Working with DOT on right-of-way they own.

- Expanded Gateway Center, Bremerton. Discussion more in April on thoughts for this facility.
- New West Bremerton Transit Center / Park & Ride / perhaps hydrogen fuel center
- Park & Ride – South Kitsap
- Regional Multi-Modal POF Terminal – Seattle. Alternatives analysis now, with funding for next step, but need more funding for right-of-way acquisition and construction

Commissioner Wheeler thanked Clauson for the briefing and spoke to the dry dock project, not only the expense of the asset but also the ongoing maintenance. A plan would need to be discussed. Wheeler questioned whether this facility could be a regional asset wherein we could contract out to those in need.

Clauson explained the thought was not for a full-fledged dry dock but rather looking at a “travel lift” similar to what is used in Port Townsend.

Commissioner Erickson thanked Clauson for including the maintenance facility in north end. The City of Poulsbo’s population is forecasted to grow by 2,800 in city, a 24% increase. There is a 470-unit apartment complex planned near the North Viking Transit Center, which will work well for those who can walk to the transit center. Erickson expressed concern for the south end of town and status of Gateway Park & Ride and the ability to cope with the increase in population. With this kind of growth pattern, there is a need for another park and ride somewhere between Poulsbo and Bainbridge.

Chair Putaansuu commented on the unprecedented growth in the county.

Clauson continued:

- Southworth – The parking lot painting will begin in the next couple of days. Vessel – wake testing has been conducted because the vessel will be parked in Bremerton and the crew has been operating the proposed schedule to make sure the timing works and working. Service is anticipated before the end of the month. Unfortunately, with COVID, there will not be a kick-off like with Bremerton and Kingston.
- Marketing videos – “Viking Boards Bus” and “Extreme Hiker.”

Commissioner Wolfe asked for clarification on the “potential wake issue” through Rich Passage for the Southworth vessel. Clauson explained that it isn’t a potential wake issue but rather wanting to avoid any potential issue. KT has been very diligent in monitoring the beaches through Rich Passage and any changes as a result of the ferry operation. The Enetai will be moored in Bremerton and will have to travel through four times a day. There is a need to understand the wake profile at to be assured of an operating speed that will not impact the beaches and can be factored into the schedule.

7. PROGRESS REPORTS

- a. Draft Financial Reports through January 2021
- b. Capital Work in Progress
- c. Fuel Costs Report through the end of February 2021

Commissioner Gelder commented on the residual amount of ferry bonds remaining. Finance Director Shinnors stated that is a residual amount of 2017 Bond proceeds with the knowledge that the remaining capital build out would be from local dollars. Gelder stated he just wanted to make sure we expended all of bond funds and would not be subject to arbitrage. Shinnors explained bond proceeds must be exhausted within three years. We were on track but as a result of COVID delays, staff has been in contact with bond counsel and the arbitrage specialist and they are not concerned.

8. STAFF INFORMATION / EMPLOYEE RECOGNITION

- a. February 2021 Report from KT Lobbyist
- b. 4th Quarter 2020 System Performance Report
- c. 4th Quarter 2020 Financial Report(s)

PUBLIC COMMENTS

No additional public comments were received.

9. GOOD OF THE ORDER

Commissioner Garrido asked the Board to remember Adam Brockus and his involvement with ferry community partnerships.

Commissioner Schneider thanked staff for allowing feedback on BIRide signage to include demand responsive messaging.

10. ADJOURN: Meeting adjourned at 9:44AM.

ADOPTED by the Board of Commissioner of Kitsap Transit at a regular meeting thereof, held on the 6th day of April, 2021.



Robert Putaansuu, Chairperson



Jill A. Boltz, MMC
Clerk of the Board