

## KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING

### MINUTES OF DECEMBER 6, 2022

#### **Board of Commissioners Present:**

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

#### **Staff Present:**

Prince Banas, Operator; Sanjay Bhatt, Marketing & Public Information Director; Michael Bozarth, Operations Director; Christopher Browning, Grants and Compliance Coordinator; John Clauson, Executive Director; Edward Coviello, Transportation & Land Use Planner; Cyndi Griffey, Worker/Driver Supervisor; Dennis Griffey, Vehicle and Facilities Maintenance Director; Sonya Jorgenson, Operations Technology Specialist; Steffani Lillie, Service and Capital Development Director; Stephanie Milne-Lane, Clerk of the Board; Mary Pauly, Human Resources Director; Dustin Rodrigues, Safety and Security Administrator; Kimberly Ruiz, ACCESS Operations Coordinator; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Raymond Scott, Marine Services Director; Paul Shinnars, Finance Director; Jeff Vinecourt, ACCESS Operations Manager; Christian Vosler, Public Information Coordinator.

**Also Present:** David Weibel, Legal Counsel

**1. CALL TO ORDER:** Chairperson Wolfe called the meeting of the Kitsap Transit Board of Commissioners to order at 8:32AM.

#### **2. AGENDA REVIEW**

#### **3. CHAIRPERSON'S COMMENTS**

Chairperson Wolfe indicated he had no comments, as he was preparing to go off the Board.

#### **4. CONSENT/ACTION ITEMS**

- a. Warrants for October 2022
- b. Minutes of November 1, 2022 Board Meeting
- c. Minutes of November 15, 2022 Board Meeting
- d. Resolution No. 22-81, Reaffirming Kitsap Transit's Wellness Program

**Commissioner Gelder moved and Mayor Deets seconded the motion to approve the Consent Agenda.**

**Discussion: None.**

**Motion passed unanimously.**

## **5. FULL DISCUSSION /ACTION ITEMS:**

### *a. Resolution 22-82, Bid Award – Bus Simulator Contract*

Executive Director John Clauson explained that this Resolution sought to award a contract for a bus simulator. Clauson noted that Kitsap Transit (KT) staff went out to bid for a system and identified a successful bidder. The bus simulator is a piece of equipment that KT is eager to implement so it can assist with training operators.

**Commissioner Gelder moved and Mayor Putaansuu seconded the motion to adopt Resolution No. 22-82, authorizing staff to award a contract for the Bus Simulator Project to FAAC in the amount of eight hundred ninety-three thousand fifty-eight dollars and thirty-five cents (\$893,058.35).**

**Discussion:**

**Commissioner Gelder noted FAAC was a company he recalled from an American Public Transportation Association (APTA) conference. He recollected that the simulator was impressive, boasting several screens that offered an immersive experience. Gelder maintained that he thought it would be a great addition to KT.**

**Motion passed unanimously.**

### *b. Resolution No. 22-83, Bid Award – Unarmed Security Services Contract*

Executive Director Clauson explained that this Resolution sought to award a contract for unarmed security services at KT facilities. KT staff recently concluded the invitation for bid process and indicated that Allied Universal provided the best bid. Clauson noted that the contract was over what was originally budgeted for but maintained that KT possessed more than adequate funding to cover the expense.

**Mayor Putaansuu moved and Mayor Deets seconded the motion to adopt Resolution No. 22-83, authorizing staff to award Allied Universal a two-year contract for unarmed security services in the amount of one million seven hundred seventy-eight thousand three hundred fifty-one dollars and twelve cents (\$1,778,351.12).**



**Discussion:**

**Mayor Erickson inquired about how unarmed security service personnel would interface with the police and further questioned why KT needed unarmed security instead of relying on local law enforcement.**

**Executive Director Clauson explained that unarmed security service personnel are stationed at KT facilities 24-7. He noted that at the Harborside location, security personnel walk the bus area and monitor the parking garage. Law enforcement will respond in the event of an incident.**

**Motion passed unanimously.**

*c. Resolution No. 22-84, Adoption of 2022-2042 Long Range Transit Plan*

Executive Director Clauson explained that this Resolution sought approval and adoption of KT's 2022-2042 Long Range Transit Plan (LRTP). Clauson noted that during the development of the LRTP, KT obtained beneficial feedback from various stakeholders. He also reminded the Board that KT received extensive public comment regarding the mooring of the Southworth fast ferry. The public comments requested the Southworth fast ferry be moored at the Southworth Ferry Terminal, not at Harper Pier. Clauson echoed his recommendation from the November 15, 2022 meeting, noting that KT cannot rule out any location, even though the agency is not actively pursuing mooring a fast ferry at Harper Pier. Clauson explained that KT is working well with Washington State Ferries (WSF) regarding the future mooring of a fast ferry at the Southworth Ferry Terminal.

**Mayor Deets moved and Commissioner Schneider seconded the motion to adopt Resolution No. 22-84, adopting Kitsap Transit's 2022-2042 Long Range Transit Plan.**

**Discussion:**

**Mayor Erickson brought up Harper Pier and asked Executive Director Clauson to confirm that the language in the LRTP regarding the mooring of the Southworth fast ferry was out of necessity and that KT had no intention of using Harper Pier.**

**Executive Director Clauson maintained that KT could not rule out any location. He noted that KT has been focusing its attention on the Southworth Ferry Terminal but stated that, until the agency went through the entire environmental analysis, KT could not rule out any location. Clauson underscored that KT was not actively looking at Harper Pier.**

**Mayor Erickson sought confirmation that the goal was not to moor a fast ferry at Harper Pier.**

**Executive Director Clauson confirmed that it was KT's goal not to moor a fast ferry at Harper Pier.**



Mayor Erickson spoke to the fact that Harper Pier did not have existing services, such as electricity, which were essential for servicing the fast ferries. Erickson underscored the fact that KT's intention was to use the Southworth Ferry Terminal and avoid using Harper Pier. Erickson noted that communities are attached to their recreational facilities in Kitsap County.

Councilmember Mockler echoed Mayor Erickson's comment and voiced appreciation that the intent of KT to moor a fast ferry at the Southworth Ferry Terminal was stated publicly. Mockler also inquired about the budgetary figures in the 3<sup>rd</sup> Quarter Financial Reports. Recognizing that this would be discussed later in the meeting, Mockler deferred her question until the designated time.

Commissioner Gelder spoke to the fact that North Kitsap would soon have 700 new single-family residents through the Arborwood development. He requested assurance that the LRTP would still allow KT to adapt to serve a new and large population gain south of Kingston.

Executive Director Clauson provided reassurance that the LRTP allowed flexibility if demand changes were to occur. Clauson stated that the LRTP was developed with neighboring jurisdictions' Comprehensive Plans in mind. Clauson further explained that the existing on-demand service in some areas of North Kitsap might eventually evolve into becoming a fixed route service if ridership increased.

Mayor Wheeler voiced support for the LRTP and described the circulator route that would connect Bremerton's neighborhoods, which he mentioned was important for Bremerton residents who rely on public transportation. Wheeler also noted that the circulator would be important as Bremerton traffic increases due to population growth.

Commissioner Gelder commented that the LRTP outlined upgrades to high-capacity transit corridors such as Highway 305, Wheaton Way in Bremerton, and Bethel Avenue in Port Orchard. Gelder voiced concern over the connectivity between the high-capacity transit corridors as jurisdictions aimed to increase density in urban areas, which generally required a reduction in parking requirements. Gelder upheld that this scenario emphasized the need for transit accessibility.

Executive Director Clauson stated that the scenario Commissioner Gelder outlined was exactly why KT staff works collaboratively with all the jurisdictions in Kitsap County in planning efforts.

Mayor Wheeler echoed Commissioner Gelder's comment.

Chairperson Wolfe thanked the Board members for a robust conversation.



**Motion passed unanimously.**

d. *Commissioner Wolfe Appoints At-Large Position*

Executive Director Clauson explained that KT's Board had an At-Large position which fluctuated between the cities of Bainbridge Island, Port Orchard, and Poulsbo. The At-Large position is a 2-year appointment. At the conclusion of 2022, the City of Bainbridge Island would complete its At-Large term, at which point the position would switch to the City of Poulsbo. Clauson reached out to Mayor Erickson and the Poulsbo City Council regarding who would fill the At-Large position. He announced that Poulsbo Councilmember Ed Stern would be filling the At-Large position on the Kitsap Transit Board. Executive Director Clauson stated that, pursuant to KT's bylaws, the Chairperson is required to officially appoint the At-Large position.

Chairperson Wolfe formally appointed Poulsbo Councilmember Ed Stern to fill the at-large position on the KT Board with his term starting January 2023.

e. *Selection of Chairperson and Vice Chairperson for 2023*

**Mayor Putaansuu moved and Mayor Deets seconded the selection of Mayor Erickson as the Chairperson and Commissioner Gelder as Vice Chairperson for the Kitsap Transit Board of Commissioners for the year 2023.**

**Discussion: None.**

**Motion passed unanimously.**

Mayor Erickson noted that this will be her first time serving as Chairperson for the KT Board of Commissioners. Erickson also explained that she may become 2023 President of the Puget Sound Regional Council (PSRC).

Executive Director Clauson acknowledged that while Mayor Erickson had not served as KT Chairperson yet, she has represented the agency for several years at PSRC. Clauson noted he was looking forward to having Mayor Erickson serve as Chairperson in 2023.

**6. EXECUTIVE DIRECTOR ITEMS**

Executive Director Clauson provided an update on the following topics:

- Acknowledged outgoing Board Chair Commissioner Wolfe. Clauson outlined several notable achievements during Commissioner Wolfe's service on the Kitsap Transit Board, including the successful 2016 ballot measure that established a sales tax increase that funded fast-ferry service, the initiation of the Silverdale Transit Center project, completion of the Wheaton Way Transit Center, purchase of the Annapolis Dock, the refurbishment of the Carlisle II, and serving as Board Chairperson in 2016 and 2022. Executive Director



Clauson honored Commissioner Wolfe with two gifts: a plaque that honored his service as Chairperson in 2022 and a farebox for his tenure on the Kitsap Transit Board of Commissioners. Commissioner Wolfe expressed that it was a pleasure to work with KT staff and his fellow elected officials.

- Noted that, thanks to the effort of the Board, KT was able to secure funding from the State of Washington that allowed the KT Marine Services Department to implement additional ferry service between Bremerton and Seattle on a temporary basis.

## **7. PROGRESS REPORTS**

- a. Draft Financial Reports through October 2022
- b. Capital Work in Progress
- c. Fuel Costs Report through the end of November 2022

## **8. STAFF INFORMATION / EMPLOYEE RECOGNITION**

- a. November 2022 Report from KT Lobbyist
- b. 3<sup>rd</sup> Quarter 2022 Financial Report – Transit

Executive Director Clauson addressed Councilmember Mockler's earlier question regarding the issue of Operator wages being down. Clauson explained that the hourly rate KT is paying Operators is not lower; rather the 2022 budget anticipated the reinstatement of Sunday Service. As result, the overall dollar amount expended was down because KT had anticipated running Sunday Service and expending hours, but recruitment has posed a challenge.

Councilmember Mockler thanked Clauson for the information and expressed optimism for Sunday Service coming back at some point.

Executive Director Clauson introduced a new video that KT Marketing staff created to assist with onboarding new Board Members. The video outlined KT history, the agency's organizational structure, and the myriad services it provides to the community.

After viewing the video, Commissioner Schneider inquired if it was available online. She noted it would be good to watch the video again, as it presented a lot of information.

Executive Director Clauson explained that it wasn't currently available online but noted that staff could make it available.

Mayor Erickson voiced how impressed she was with the video. She echoed Councilmember Schneider's recommendation to make the video accessible online, noting that it demonstrates how complex public transit is.

- a. 3<sup>rd</sup> Quarter 2022 Financial Report – Ferry
- b. Recognizing Drivers of the Month (8:45am)



ACCESS Operations Manager Jeff Vinecourt explained that Routed Operator William Fish could not attend. Vinecourt shared Mr. Fish's various accomplishments, which included earning his Commercial Driver's License (CDL). Mr. Fish's words of wisdom are, "Show up to work, day in and day out."

Vinecourt also introduced ACCESS Operator Prince Banas to the Board of Commissioners. Banas started with KT in 2018 and serves as a driver mentor. In 2019, Banas judged the Roadeo, which was a memorable moment for him. In his free time, Mr. Banas enjoys jogging, spending time with his dog, and good food. A personal goal of Mr. Banas' is to pay off his home early. Mr. Banas' words of wisdom are, "Do it right the first time."

Worker/Driver Supervisor Cyndi Griffey stated that Mark Nelson was unable to attend the meeting, but noted Nelson returned to the Worker/Driver program in 2020 after a multiple year deployment to Japan. Mr. Nelson is a nuclear pipefitter supervisor at Puget Sound Naval Shipyard (PSNS). A fun fact about Mr. Nelson is that he enjoys flying and someday would like to earn a commercial pilot's license and become a flight instructor. Mr. Nelson's words of wisdom are, "Take things slow and keep your head on a swivel."

a. Recognizing Paul Goodwin, National Safety Council's 2022 Safe Driver Award

Executive Director Clauson acknowledged the outstanding achievement of KT Operator Paul Goodwin who was awarded a 2022 Safe Driver Award from the National Safety Council for his 36 years of safe driving with KT.

Chairperson Wolfe presented Mr. Goodwin with his awards from the National Safety Council and congratulated him on his exemplary driving and service to the Kitsap County community. Mr. Goodwin shared his appreciation and noted that training and being prepared is what brought him to KT.

## **9. PUBLIC COMMENTS**

No verbal public comments were shared during the December 6, 2022 meeting.

Written public comments were provided to the Board via email prior to the December 6, 2022 meeting and are appended to the minutes.

## **10. GOOD OF THE ORDER**

Mayor Putaansuu voiced his appreciation for Commissioner Wolfe and the City of Bainbridge Island's elected officials Mayor Deets and Councilperson Schneider, one of whom would not be returning to the KT Board in 2023 due to the At-Large position transitioning to the City of Poulsbo.

Councilmember Mockler brought up the limited number of bus shelters in Kitsap County and inquired why there weren't more.



Executive Director Clauson explained that there were several issues that prevented additional bus shelters including rights-of-way and the cost. Clauson explained that every year KT purchases shelters, some of which are replacements because of damage.

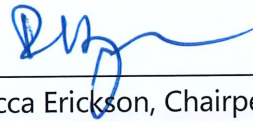
Councilmember Mockler inquired if the Board had discussed the issue of bus shelters before.

Executive Director Clauson noted that bus shelters are discussed within the context of the Capital budget each year.

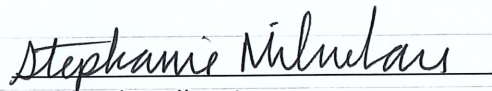
Councilmember Mockler shared that she would be interested in discussing bus shelters with any other Board Members who were interested in the topic.

**11. ADJOURN:** At 9:43AM, Chairperson Wolfe adjourned the regular meeting.

**ADOPTED** by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 3rd day of January 2023.



Rebecca Erickson, Chairperson



Stephanie Milne-Lane  
Clerk of the Board