

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING

MINUTES OF JULY 5, 2022

Board of Commissioners Present:

Deets, Joe, Council Member, City of Bainbridge Island
Erickson, Becky, Mayor, City of Poulsbo, **Vice Chair**
Fuller, Mark, Teamsters Local No. 589, *non-voting member*
Garrido, Charlotte, Kitsap County Commissioner
Gelder, Robert, Kitsap County Commissioner
Mockler, Anna, Council Member, City of Bremerton – *absent*
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:

Sanjay Bhatt, Marketing Director; Michael Bozarth, Operations Director; Jill Boltz, Clerk of the Board; John Clauson, Executive Director; Steffani Lillie, Service & Capital Development Director; Mary Pauly, Human Resources Director; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Paul Shinnars, Finance Director; Dennis Griffey, Vehicle and Facilities Maintenance Director.

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 8:30 AM.

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 the Open Public Meetings Act. In addition to the numerous resources provided for the public to listen, view, and provide comment for this meeting, in-person attendance for the public is now available. The meeting will also be recorded and available for viewing at the public's convenience on the Kitsap Transit website or through Bremerton Kitsap ACCESS Television. This information was provided to the public through regular distribution of the agenda, posting on Kitsap Transit's website and Rider Alert.

The public was invited to submit written comments to be included in the record by 4:00PM on July 4, 2022, to myself, Jill Boltz, Clerk of the Board. No comments were received. The Board will also take comments from the public at the designated time on the agenda. When called upon, please state your name for the record and you will have (3) three minutes to address the Board.

2. AGENDA REVIEW

None.

3. CHAIRPERSON'S COMMENTS

Chairperson Wolfe stated he hopes everyone had a fun and safe 4th of July.

4. CONSENT/ACTION ITEMS

- a. Warrants for May 2022
 - Warrant numbers transit fund 160717 to 161057 in the amount of \$1,451,362
 - Warrant numbers ferry fund 605051 to 605178 in the amount of \$2,467,334
 - Payroll transfer in the amount of \$2,473,939
 - ACH clearing account payments in the amount of \$43,853
 - Travel Advances of \$354
- b. Minutes of June 2, 2022, Board Meeting

Commissioner Putaansuu moved and Commissioner Deets seconded the motion to approve the Consent Agenda with the correction of the scrivener's error in payroll transfer. Discussion: None. Motion passed unanimously.

5. FULL DISCUSSION /ACTION ITEMS:

- a. *Public Hearing: Fare Policy Changes – Youth 18 and Under Fare Free*
 - Resolution No. 22-40, Fare Policy Changes

Executive Director Clauson shared a presentation with the information provided to the public through community meetings and social media channels. The public hearing has been modified to eliminate the proposed Vanpool fares due to the amount of public comment received and the need for additional time to evaluate those comments. Today's public hearing will only include the Youth 18 and Under Free Fare. Move Ahead Washington legislation provided funding to transits with the stipulation of adopting a Youth 18 and Under Free Fare by October 1, 2022. Clauson shared potential revenue loss in relationship to the new funding and the proposed changes to the policy.

At 8:42AM, Chairperson Wolfe opened the Public Hearing on the Fare Policy Changes.

No public comments were received.

At 8:43AM, Chairperson Wolfe closed the Public Hearing.

Commissioner Erickson moved and Commissioner Garrido seconded the motion to adopt Resolution No. 22-40, adopting changes to Kitsap Transit's Fare Structure as presented and included in Exhibit A, effective September 1, 2022.

Discussion: Commissioner Erickson expressed support of the changes but noted the Board has not seen an analysis of ridership on routes. Erickson suggested having an update in the next couple of months.

Commissioner Schneider also expressed support and asked if a plan could be created to work with the school districts for promotion of the free fares. Clauson stated that staff is working directly with school districts to distribute youth ORCA passes.

Motion passed unanimously.

b. *Resolution No. 22-41, ATU 587 Collective Bargaining Agreement Extension*

Executive Director Clauson stated the previous contract expired in February 2021. Staff has been working with Amalgamated Transit Union (ATU) on terms of a new contract and reached a tentative agreement. Clauson expressed thanks to Ken Price as well as KT's negotiating team Human Resources Director Pauly and Operations Director Bozarth. This is a three-year agreement covering 2021, 2022 and 2023 and provides a three percent (3%) increase in 2021, a four and a half percent (4.5%) for 2022 and a four and a quarter (4.25%) for 2023. A market adjustment for ACCESS operators has been included for implementation in 2023. Other provisions include: a one-time five thousand (\$5,000) signing bonus in lieu of retroactive pay, a one-thousand-dollar (\$1,000) retention bonus and recognition of long-time employees with a three-step longevity bonus.

Commissioner Schneider moved and Commissioner Deets seconded the motion to adopt Resolution No. 22-41, approving the ATU Local 587 contract extension to the 2018-2021 Collective Bargaining Agreement for a period of three (3) years through February 15, 2024.

Discussion: The Board expressed congratulations.

Motion passed unanimously.

c. *Resolution No. 22-42, Non-Represented Salary Schedule*

Executive Director Clauson explained this agenda item is taking some of the same terms agreed upon by the ATU and applying them to non-represented employees. Currently, thirty-nine percent (39%) of KT employees are not represented. This resolution includes adjustments to bring the non-represented employee to the same cost of living adjustment (COLA) negotiated for ATU. The resolution proposes the same longevity steps with same percentages as well the one-thousand-dollar (\$1,000) retention bonus.

Commissioner Schneider moved and Commissioner Putaansuu seconded the motion to adopt Resolution No. 22-42, authorizing the implementation of an adjusted non-represented salary schedule effective July 10, 2022, and the retention bonus as presented.

Discussion:

Commissioner Garrido expressed appreciation for all the work that has gone into this.

Commissioner Putaansuu expressed appreciation for the fairness and analysis for the non-represented employees. Clauson stated, in full transparency, his position's included in the resolution.

Commissioner Gelder asked if, in terms of longevity, there is an existing benefit for non-represented employees. Clauson stated this would be the first.

Gelder questioned whether there are any budgetary implications. Finance Director Shinnors stated the estimate is about \$228,000 on an annual basis for non-represented employees. Gelder noted the rise of the longevity obligation over time.

Commissioner Erickson stated she is pleased to see this resolution. Erickson noted that agencies are cannibalizing each other's talent and it is a difficult time to keep talented people everywhere.

Commissioner Putaansuu concurred with Commissioner Erickson's comments and added the cost of losing senior people and having to retrain people far exceeds what will be paid out.

Executive Director Clauson noted the constant state of recruitment throughout the agency and the difficulty keeping up with the attrition of operators.

Motion passed unanimously.

d. Resolution No. 22-43, Contract Award – All-Electric Ferry Design & Cost Estimate

Executive Director Clauson explained this Resolution is requesting permission to award a sole source contract to Glosten, the designer of the Waterman. Funding has been received from Federal Transit Administration (FTA) and from an allocation in the Move Ahead Washington. This will be a sistership to the Waterman but will be completely battery electric operated and include modifications to hull design to reduce some wake impact.

Commissioner Putaansuu moved and Commissioner Wheeler seconded the motion to adopt Resolution No. 22-43, authorizing the sole-source contract award to Glosten for the design of an all-electric ferry for the local Kitsap Transit Ferry, in an amount not to exceed eight hundred forty-five thousand dollars (\$845,000).

Discussion: None.

Motion passed unanimously.

e. *Resolution No. 22-44, BI Ride Joint Marketing ILA with City of Bainbridge Island*

Executive Director Clauson explained this is a team effort with the City of Bainbridge Island. When the City of Bainbridge Island made changes to the transportation benefit district in 2021, one-hundred thousand dollars (\$100,000) was allocated to improve the awareness and use of BI Ride services. Once the City agrees with the plan, KT will move forward with the marketing efforts.

Commissioner Erickson spoke in support of the Resolution but reiterated the need for more route data.

Commissioner Schneider moved and Commissioner Deets seconded the motion to adopt Resolution No. 22-44, authorizing staff to sign the Interlocal Agreement with the City of Bainbridge Island, effective upon signature.

Motion passed unanimously.

Commissioner Schneider added that this is important for the City of Bainbridge Island's climate change to work.

EXECUTIVE DIRECTOR ITEMS

Executive Director Clauson gave an update on the following:

- Upcoming Board meetings – July 19th Study Session. Historically the Board takes the month of August off. Clauson asked if this is still the Board's intention. The Board affirmed cancelling the August Meetings.
- APTA 2022 Annual AdWheel Awards Competition – KT won two first place awards for marketing campaigns: Best Comprehensive Campaign on COVID-19 with "We Are Kitsap We Can Do It" and Best Partnership on COVID-19 with partnership with Kitsap Public Health District, Peninsula Community Health, and Kaiser Permanente to encourage people to get vaccinated in exchange for free bus pass.
- Machinists and Teamsters contract negotiations are due for renewal this fall. Both organizations are amenable to opening negotiations now, to start early.
- Proposed Resolution for Clerk of the Board. Clauson read the draft Resolution, presented in jest. Clauson noted that interviews would be conducted this week for the Clerk of the Board. Clerk of the Board Boltz stated that it has been a pleasure to serve Kitsap County for the past 30 years, starting at Port Orchard, then to Poulsbo and now at KT. Boltz acknowledged the many mayors, councilmembers, and commissioners she has worked for over the years and that it has been a great honor to work with this Board.

- Property acquisitions – condemnation proceedings for parcels along Hwy 16. A court date has been scheduled for January 10, 2023. The settlement contract will receive a final analysis from the court as to the value of the properties to allow conclusion of the process.

6. PROGRESS REPORTS

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

7. STAFF INFORMATION / EMPLOYEE RECOGNITION

- a. June 2022 Report from KT Lobbyist
- b. 2nd Quarter Goals Update
- c. Recognizing the May Driver of the Month in ACCESS – Burch, Dave
- d. Recognizing the May Worker/Driver of the Month – Lachelt, Todd

PUBLIC COMMENTS

No comments.

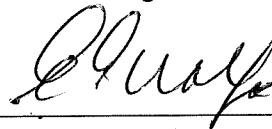
10. GOOD OF THE ORDER

Commissioner Erickson noted that Jill Boltz worked for City of Poulsbo when John stole her clerk. Jill has done remarkable work for the City of Poulsbo and KT. Erickson stated she is sad to see Jill go but understands and wished her all the best.

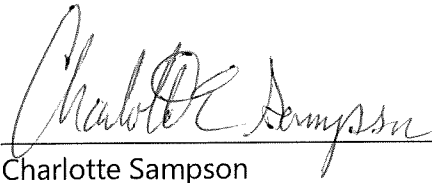
Commissioner Garrido wished Jill all the best. Garrido commended the Marketing staff for work on receiving the two APTA awards and questioned how KT can celebrate the efforts. Clauson stated the APTA conference will be in Seattle and noted we would research how to acknowledge the efforts.

11. ADJOURN: Meeting adjourned at 9:23AM.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 6th day of September, 2022.



Edward Wolfe, Chairperson



Charlotte Sampson
Deputy Clerk of the Board