

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING

MINUTES OF May 16, 2023

Board of Commissioners Present:

Driskell, Robert, Teamsters Local No. 589, *non-voting member*

Erickson, Becky, Mayor, City of Poulsbo, **Chair**

Garrido, Charlotte, Kitsap County Commissioner, *Absent*

Gelder, Robert, Kitsap County Commissioner, **Vice Chair**, *Absent*

Mockler, Anna, Councilmember, City of Bremerton

Putansuu, Robert, Mayor, City of Port Orchard, *Absent*

Schneider, Leslie, Councilmember, City of Bainbridge Island

Stern, Ed, Councilmember, City of Poulsbo

Walters, Katie, Kitsap County Commissioner

Wheeler, Greg, Mayor, City of Bremerton

Staff Present:

Michael Bozarth, Operation Director; John Clauson, Executive Director; Steffani Lillie, Service and Capital Development Director; Jackie Bidon, Interim Clerk of the Board; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Raymond Scott, Marine Services Director; Paul Shinnors, Finance Director; Ed Coviello, Transportation and Land Use Planner

Also Present: David Weibel, Legal Counsel

1. CALL TO ORDER: Chairperson Erickson called the meeting of the Kitsap Transit Board of Commissioners to order at 8:30AM. Due to Quorum, Chairperson Erickson Suggested starting with item 4c.

2. AGENDA REVIEW

Upon review by the board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

4. CONSENT/ACTION ITEMS

c. Presentation – Port Orchard Transit Center Study – Public Outreach

Executive Director Clauson shared that, at the beginning of a project, doing an analysis of available land and options that are available is essential. Kitsap Transit is doing that in Port Orchard, looking at the development of a transit center on the waterfront. The

Port Orchard Transit Center would improve the connection of transit and ferries that operate out of the Port Orchard waterfront. He introduced Edward Coviello, Transportation and Land Use Planner at Kitsap Transit.

Councilmember Leslie Schneider logged in at 8:32 AM. Quorum attained.

Edward Coviello introduced Zach Gray, Project Manager, KPFF Consulting.

Zach Gray, KPFF, outlined the Project Purpose and Need Statement for the Port Orchard Transit Center Study. The purpose of the project is to improve regional mobility and safety through an expanded transit center at the downtown Port Orchard waterfront area. The goal of the Transit Center is to increase capacity, safety, mobility, and link the foot ferry system to the transit system within the Port Orchard community.

He listed the key considerations of the Port Orchard Transit Center Study as:

- Port Orchard Transit Center located within one quarter mile of existing Port Orchard Foot Ferry Dock.
- New Port Orchard Community Events Center (POCEC) to open at the former Kitsap Bank Site.
- Existing Port Orchard [Kitsap Regional] Library to locate to new POCEC and vacate existing building.
- Existing Port Orchard Farmer's Market to relocate in proximity to POCEC.
- Transit Center fits within context of downtown Port Orchard Subarea Plan.

Gray detailed the four sites considered within the one quarter mile study area in Port Orchard:

- Site Option One is at the location of the existing library building.
- Site Option Two is at an existing parking lot located at the marina.
- Site Option Three is located at a parking lot near the marina.
- Site Option Four is located adjacent to the roadway, located at 914 Bay Street.

The two site options currently under evaluation are Site Option One and Site Option Three. Ingress and egress details were given. Site Option 1 has three different scenarios under evaluation, all within proximity to the foot ferry, allowing for ease of access to transit, ferry, and local business.

- Site Option **1a**: using a clockwise transit center loop with bus ingress from Sidney Avenue and egress at Sidney Avenue, increasing the bus stalls from three to six.
- Site Option **1b**: using a clockwise transit center loop with ingress from Harrison Avenue and egress at Sidney Avenue, increasing the bus stalls from three to six.
- Site Option **1c**: slight variation with bus ingress from Harrison Avenue and egress onto Sidney Avenue, increasing the bus stalls from three to six.
- Site Option **3a**: transit center located on the waterfront park area with bus ingress and egress at Harrison Avenue, increasing bus stalls from three to six.

Councilmember Ed Stern asked what is necessitating the need for this versus the status quo?

Gray explained that the existing transit pick/up drop off area is adjacent to the ferry dock with three or four stalls for bus parking. The new transit center will increase capacity, passenger safety and ease of access with each scenario increasing bus stalls. Sidney Avenue and the subarea is the key component for the future Port Orchard Waterfront re-development and transit development.

Mayor Erickson added that by placing the transit center that close to the ferry dock, potential customers are being taken away from the downtown core and the potential for shop owner revenue. She asked if a transit center location was explored further blocks away, allowing for increased downtown business revenue?

Coviello shared that Site Option Four was reviewed but removed due to consideration for individuals with disabilities, their ease of access and the safety issues of crossing Bay Street to access the ferry dock.

Gray finished, stating the next step is to conduct a public survey to solicit feedback on the proposed locations of the Port Orchard Transit Center.

a. Resolution No. 23-32, Contract Modification Seattle Terminal Alternatives Analysis
Executive Director Clauson shared the modification is to allow the process to keep moving forward by expanding the consultants' time to evaluate all options.

Director Steffani Lillie addressed the Board, detailing that after the FTA reviewed the initial site screening and evaluation report, they determined a third site would need to be included in the screening and evaluation in the event an environmental issue arises or the chosen site is no longer viable. The added site will require additional effort and analysis by KPFF Consulting Engineers. Staff is requesting to move forward on the FTA's request.

Councilmember Mockler requested confirmation on what the FTA is requesting.

Director Lillie related that site one and site two are one pier away from each other; the FTA would like to see a third site further away, possibly to the north, in the event sites one or two are not viable or environmental issues prevent their use. Due to the additional third site requested by the FTA, additional effort and cost by KPFF Consulting will be incurred.

Councilmember Stern inquired how closely Kitsap Transit is monitoring other passenger-only ferry providers and if Kitsap Transit is open to partnership or coordinating with these other potential service providers.

Executive Director Clauson confirmed that we have been in communication with other potential service providers; however, we are designing this project for our needs and the needs of the community. We are also looking for a location that is expandable; if Des Moines or another provider wants to have a passenger-only ferry service, we will be able to accommodate that with this project.

Commissioner Walters moved and Councilmember Stern seconded the motion to adopt Resolution No. 23-32, authorizing staff to modify the Seattle Terminal Alternatives Analysis Contract KT 20-670 for additional effort in the amount of thirty-nine thousand forty-five dollars (\$39,045), which increases KPFF Consulting Engineers' contract to four hundred ten thousand two hundred ninety-eight dollars (\$410,298) and resets the Executive Director's authority to approve future change orders up to ten percent (10%) of the new contract total.

Discussion: None.

Motion passed unanimously.

b. Resolution No. 23-33, Contract Award - Ruth Haines Roadway Construction

Executive Director Clauson shared that Kitsap Transit has gone through all the processes of design leading to the step of awarding the successful bid. At this time, we are asking for authorization to award the contract, allowing us to continue to move forward with this project.

Councilmember Stern asked if Resolution 23-33 would help with the future of the maintenance expansion or if it was just for ingress and egress.

Executive Director Clauson responded no; this will have a direct effect on the future of the maintenance expansion. When the city vacates the property at Vetter, we can include that area in the design.

Councilmember Stern moved and Councilmember Schneider seconded the motion to adopt Resolution No. 23-33, authorizing staff to award a contract to Marwood General Construction for the Ruth Haines Construction Project in the amount of one million one hundred forty-nine thousand six hundred sixty-eight dollars and eighty-one cents (\$1,149,668.81).

Discussion: None.

Motion passed unanimously.

d. Presentation -Ferry Maintenance Facility Planning Study Update

Executive Director Clauson shared the Ferry Maintenance Facility Planning Study involves searching for locations that can accommodate our Maintenance Facility.

Edward Coviello stated the study has narrowed the search down to five sites. He introduced Kelly Lesoing and Scott Davis of KPFF.

Kelly Lesoing, Project Manager for the Kitsap Transit Ferry Maintenance Facility Siting Study and Planner in the Marine Consulting Group at KPFF, outlined the agenda for the presentation:

- Project Summary Goals
- Siting Study Approach and Preliminary Analysis
- Initial Site Screening Process and Findings
- Next Steps

Scott Davis shared a summary of the Kitsap Transit Ferry Fleet. The fleet is running five different routes with different marine vehicles, operating out of six different facilities at various locations with diverse operating, mooring, maintenance, docking capabilities, ownership, and infrastructure. Kitsap Transit operates one of the most complex ferry fleets in the country. With a fleet of ten vessels, up to six are operating at any particular time, each targeted for very unique route parameters. To meet these needs, Kitsap Transit is using a mixture of facilities. From a maintenance perspective, they have sites that are owned, leased, and ad hoc maintenance facilities at different locations, as well as maintenance and storage facilities at different warehouses throughout the area. It's less than optimal in terms of maintaining and sustaining a reliable and world class ferry system into the future.

Davis highlighted Kitsap Transit's current challenges and the need to have a dedicated Kitsap Transit vessel maintenance facility:

- Reliance on local shipyard availability for scheduled and unscheduled vessel maintenance. Limited number of local shipyards with limited availability.
- Maintenance/repair work is currently performed at ad hoc maintenance facilities with no dedicated shop space and separate parts inventory and equipment warehouses.
- This requires distant and costly transportation for vessels and maintenance staff.
- No sufficient overnight moorage capacity for the current fleet.

Davis then discussed the project goals, which included centralized location for vessel maintenance activities, staff, and parts inventory, and equipment to complete vessel inspections and repairs. A dedicated Kitsap Transit-owned facility would meet maintenance needs and minimize service disruptions associated with shipyard availability. It would also support future vessels and future needs.

Kelly Lesoing continued, explaining the siting study and preliminary analysis. She showed the current timeline indicating progress to date. KPFF worked with Marine Services staff to discuss routine in-house maintenance activities, future maintenance needs, and infrastructure needed. The result was a summary of needs that included overnight moorage for four vessels, laydown areas for two vessels, and electrical and sewage connections. The building should have a maintenance shop, an area for staff, and equipment/inventory storage, and the uplands needs to have parking and an area for deliveries.

The initial site screening process included assessing locations, inventorying designated shorelines, and identifying site alternatives. Criteria included sites limited to Kitsap County, on the eastern side of the Kitsap Peninsula, and locations with more than one point of roadway access. Ten potential sites were identified initially, using mainly environmental criteria: the facility would be allowed per shoreline environmental designation, the location has established high-intensity uses, and ferry maintenance would be allowed per zoning regulations. Applying the criteria for site size and dimensions then narrowed the list to five properties. It was noted that if a site did not meet the minimum criteria for uplands space, a barge equipped with a boat lift could be incorporated but would present its own challenges. After comparing the sites, there were five that met the minimum requirements:

- Kitsap Marine Properties
- Suldan's Boat Works
- Port Orchard Railway Marina/Bar & Grill (two parcels)
- Sinclair Inlet Marina/Bay Street Parcels (two parcels)
- Shaw Island residences

Mayor Wheeler requested a copy of the presentation for ease of viewing, especially compared to a map.

Mayor Erickson asked if any consideration was taken regarding future routes. Executive Director Clauson said that future routes from out of county had not been considered in this study. He noted that the current challenges involve finding waterfront property that would allow an industrial-type facility. Mayor Erickson asked

if we had looked outside of Kitsap County for options, especially since our fast ferries go to Seattle. Executive Director Clauson said no due to the cost of land as well as the desire to keep the project local.

Commissioner Schneider asked if the sites that would qualify for barge usage were ones that did not meet the minimum requirements but are being moved forward. Executive Director Clauson confirmed. He described where each of the areas were that were called out on the map.

Lesoing continued, stating that next steps are site evaluation and ranking. Focus areas include site access, environmental considerations, and site space and constructability. Up to three site alternatives will be carried forward to the next phase, including conceptual site design and detailed environmental evaluation. KPFF will also perform outreach to the public, stakeholders, and tribes to get feedback on challenges and opportunities as well as potential impacts that should be considered. This is the end of Phase 2 in a five-phase project. KPFF will provide updates and share completed facility analysis, providing the Board with options for a preferred alternative to be carried forward into the NEPA phase.

Mayor Wheeler commented on the public outreach with the availability for feedback, asking if KPFF will conduct this alone or if the Board and other jurisdictions would be included in the process.

Executive Director Clauson shared that the consultant would take the lead on this, but we would reach out to all jurisdictions included and ask how involved they would like to be.

Councilmember Walters inquired if the sites listed are properties that are currently available.

Executive Director Clauson stated the properties are not for sale at this time. Kitsap Transit has reached out to some of the property owners and will reach out to the others in the future.

Councilmember Mockler commented that a lot of the alternatives are based on the option of the barge. She asked if this option has been successful with other agencies and if the barge system option would be compatible with DNR regulations.

Scott Davis responded, indicating the biggest operator of the barge system is New York Waterways Service. There are challenges to the barge system. This option can work even though it is less than ideal.

Director Lillie shared the next phase of the project will involve conducting the environmental study which will include communication with DNR. Kitsap Transit needs to have enough site alternatives on hand in the event the initial preferred site is not able to pass all the criteria.

Mayor Erickson shared her concern about building a maintenance facility without knowing the potential for future routes. This is a big investment and should be considering all future routes and services.

5. EXECUTIVE DIRECTOR ITEMS

Executive Director Clauson briefly reported on the following:

- APTA Expo October 8 – 11, 2023, Please let staff know soon if you would like to attend.
- A new apartment complex in downtown Bremerton is purchasing ORCA passes for all the residents so they will be able to access the buses and ferries. Kitsap Transit will be billing the apartment complex directly and their residents will have ease of access to transit.
- All Hands Meeting in the planning stages. Executive Director Clauson will initiate an employee survey to find out what is important to employees. Purposes for the meeting include safety aspects, recognition of Kitsap Transit's employee longevity, and communicating to the employees where Kitsap Transit is going in the future. The date will be on a Sunday and Clearwater Casino is the only venue with the capacity to accommodate all of our employees.

Mayor Erickson commented that the employees need to see the Board and the Board should be present at this meeting as well.

6. PUBLIC COMMENTS

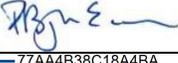
None.

7. GOOD OF THE ORDER

None.

8. ADJOURN: At 10:10 AM, Chairperson Erickson adjourned the regular meeting.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 11th day of July, 2023.

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Rebecca Erickson, Chairperson

ATTEST:
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Jackie Bidon
Interim Clerk of the Board