

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF April 15, 2025

Board of Commissioners Present:

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

Erickson, Becky, Mayor, City of Poulsbo

Mockler, Anna, Councilmember, City of Bremerton

Moriwaki, Clarence, Councilmember, City of Bainbridge Island

Put aansuu, 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; 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/lazD3OHe1kXNY_9FJj05PK9PzrZ9_P8zca_ddFxI39wJPE3veW0nECWRXLlg5gmu.LsK6jNqZicnIWvo Passcode: \$C=t9bpJ

1. CALL TO ORDER: Chairperson Mayor Put aansuu called the meeting of the Kitsap Transit Board of Commissioners to order at 8:30AM.

2. AGENDA REVIEW

Upon review by the Board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

0:01:16, Mayor Put aansuu recounted his experiences at the Mobility Conference in Texas, which began with the International Transit Roadeo. Kitsap Transit competed against agencies from across the country, with their Maintenance team securing first place in two of the seven electronics modules. Additionally, a Kitsap Transit Routed operator achieved an impressive 19th-place finish

out of 75 competitors. Mayor Putaansuu expressed his pride in the Kitsap Transit team and their outstanding accomplishments at the event.

Discussion:

0:07:11, Board members discussed the benefits of attending the American Public Transportation Association (APTA) Expo in 2026, emphasizing the value of the expo for learning more about the transit industry.

4. CONSENT / ACTION ITEMS

- a. Resolution No. 25-32, Approve PSE Expenditures Bainbridge Island Transit Center

Councilmember Moriwaki moved and Councilmember Rosapepe seconded the motion to approve the Consent Agenda.

Discussion: None.

Motion passed unanimously.

5. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 25-33, Approve Joint Use Agreement – King County

0:10:15, Executive Director Clauson stated that since the inception of Kitsap Transit's passenger-only ferry operations, they have maintained an agreement with King County for use of the Passenger-Only Ferry Facility at Pier 50 in Seattle. The Joint Use Agreement, which spans five years, recognizes King County's priority access to the dock and acknowledges that Kitsap Transit's schedule may be subject to adjustments. He noted that the agreement also provides Kitsap Transit with opportunities to expand its service.

Discussion:

0:12:07, Board discussion involved cost increases, damage and destruction clause, WSF staff on the dock and the need for signage to ease confusion on where to go for the fast ferry.

Executive Director Clauson reported that the normal cost of operations has increased over the years and will be shared between the two agencies. Kitsap Transit's portion of the costs was previously seven hundred thousand dollars (\$700,000), but with rising operational expenses, the cost of use has now reached one million dollars (\$1,000,000).

0:13:58, Executive Director Clauson explained that the Use Agreement includes a provision for damage and destruction, assigning responsibility for repairs to King County. He emphasized that Kitsap Transit will collaborate with King County to explore all available options to ensure the

continued operation of the fast ferry service.

0:15:14, Executive Director Clauson stated that the staff working on the dock are King County employees. He noted that these employees regularly post updates on schedules, cancellations, and other Kitsap Transit-related information. He emphasized that if there are isolated instances where staff fail to provide necessary information to passengers, he should be informed so the issue can be addressed.

Commissioner Walters moved and Councilmember Moriwaki seconded the motion to adopt Resolution No. 25-33, authorizing staff to execute the use agreement with King County, by and through the Marine Division of its Metro Transit Department, for the use of the Passenger-Only Ferry Facility at Pier 50 in Seattle.

Motion passed unanimously.

b. Resolution No. 25-34, Award KT 25-955 Intra-County POF Study

0:20:27, Executive Director Clauson shared that the resolution seeks approval to award the Intra-County Passenger-Only Ferry (POF) Study to KPFF. This feasibility study will assess the development of a business plan and long-term strategy for an Intra-County Passenger-Only Ferry service.

Commissioner Walters moved and Commissioner Root seconded the motion to adopt Resolution No. 25-34, authorizing the award of contract KT 25-955, Intra-County Passenger-Only Ferry Business Plan and Long Range Strategy Study to KPFF Consulting Engineers.

Discussion:

0:22:44, Board discussion included possible routes, locations, potential ridership, docking facilities and community connectivity.

0:29:09, Executive Director Clauson stated that the Board will play a role in identifying suitable locations for the intra-county service. He emphasized that the study's primary objectives will be to assess adequate ridership for proposed routes, determine necessary equipment, evaluate docking facility requirements, and analyze associated costs.

Motion passed.

Mayor Erickson, Nay; Councilmember Mockler, Aye; Councilmember Moriwaki, Aye; Mayor Putaansuu, Aye; Commissioner Rolfes, Aye; Commissioner Root, Aye; Councilmember Rosapepe, Aye; Commissioner Walters, Aye; Mayor Wheeler, Aye.

c. Resolution No. 25-35, Approve Purchase of Cradlepoint Routers

0:33:14, Executive Director Clauson explained that Cradlepoint is an onboard computer router system that integrates data from various technologies within the buses. These routers facilitate communication between the buses and the base computer system. He noted that Kitsap Transit had originally planned to transfer routers from surplus vehicles to newly ordered buses. However, due to the decision to retain some surplus vehicles for use during the 2026 World Cup, the purchase of additional routers has become necessary.

Councilmember Rosapepe moved and Councilmember Mockler seconded the motion to adopt Resolution No. 25-35, allowing staff to purchase up to thirty (30) Cradlepoint routers from CDW-G, off of the Washington State DES Contract in the amount of one hundred five thousand three hundred ten dollars (\$105,310).

Discussion: None.

Motion passed unanimously.

d. Discussion: Kitsap Transit Marine Charter Policy and Agreement

0:36:18, Executive Director Clauson explained that Kitsap Transit annually provides a vessel and crew for the Bremerton Yacht Club's Santa Claus Cruise, an event for individuals with special needs. This longstanding and popular tradition has been offered at no cost to the Yacht Club. He noted that the discussion was initiated due to the policy's lack of specific language addressing no-cost charters, alcohol consumption, the inclusion of children, and charter expenses.

0:39:28, Mayor Putaansuu asked how Kitsap Transit is dealing with free charters and other requests for a waiver of the fee?

0:39:48, Executive Director Clauson stated that he is seeking direction from the Board on defining the Charter Policy. He added that the policy could list one annual event that is at no charge. Any other requests could be brought to the Board for a decision or made at the discretion of the Executive Director.

0:40:33, Mayor Erickson stated that Kitsap Transit should not offer free charters and that all charters should be treated the same. Her concerns are that the State Auditor would call this a gift of public funds.

0:41:10, Mayor Putaansuu shared that Port Orchard has four festivals that are grandfathered into

their policy, are the fabric of the community, and that Port Orchard publicly supports them.

0:41:39, Mayor Erickson stated that the labor and capital costs are expensive and believes every charter should be treated the same.

0:42:04, Commissioner Rolfes inquired as to the cost of the holiday charter.

0:42:11, Marine Services Director Ray Scott shared that the cost is dependent on which vessel is used and the charter is usually an hour and a half. The cost is between six hundred fifty dollars (\$650) and eight hundred dollars (\$800) per hour.

0:42:48, Commissioner Rolfes stated that the cost for the holiday cruise is not a large amount and would not impact the budget adversely. She shared that the Bremerton Yacht Club should be grandfathered into the policy and required to apply every year for the charter and waiver. She added that this event would be the only event that is at no cost.

0:43:33, Commissioner Walters suggested placing time parameters on the request that is grandfathered in.

0:44:08, Councilmember Rosapepe noted that the draft document suggests the holiday charter is fully funded but does not explicitly state this in the policy. He pointed out that the policy specifies, "All vessel charters are restricted to the immediate waters surrounding Kitsap County." However, Section 2.0, Supplemental and Interagency Support, states, "There will be no restriction in the geographical area on the vessel routes..." Given these statements appear to conflict, Councilmember Rosapepe is seeking clarification to ensure consistency and alignment within the policy.

0:46:23, Executive Director Clauson stated that, in instances of supplemental and interagency services, King County may require assistance, and Kitsap Transit would be positioned to provide support as needed regardless of geographical area.

0:47:03, Mayor Wheeler inquired, noting the Bremerton Yacht Club being grandfathered into the policy for the Holiday Cruise, whether Kitsap Transit would be able to continue presenting similar events to the Board on a case-by-case basis. He expressed concern that other underprivileged organizations, jurisdictions, and even large-scale events such as the World Cup might request charters, potentially placing Kitsap Transit in a position where it must make ethical determinations regarding service allocation.

0:48:00, Executive Director Clauson shared that if the Board adopts the policy as discussed, it would fall outside his authority to grant exceptions. However, he clarified that if a compelling case were presented, the Board would have the discretion to make a determination.

0:50:52, Mayor Putaansuu noted that, given the increasing costs associated with events, the Board may consider implementing a cap on the charter gift to ensure financial sustainability.

0:51:04, The Board discussed and decided to implement a cap of three thousand dollars (\$3,000) on the grandfathered charter. Kitsap Transit will cover costs up to this amount, with any expenses exceeding the cap being the financial responsibility of the Bremerton Yacht Club.

0:58:12, Councilmember Mockler asked if a financial accounting for wear and tear on the vessel is calculated within the cost of the charter and potential damage to the vessel during the charter?

0:58:53, Executive Director Clauson shared that staff has included those calculations into the cost per hour in an attempt to cover all Kitsap Transit's expenses.

0:59:49, Board discussion followed with the decision to bring the updated policy and resolution to the next Board meeting for approval.

6. EXECUTIVE DIRECTOR ITEMS

1:07:15, Executive Director Clauson informed the Board about the upcoming Artemis vessel demonstration scheduled for Monday, May 5, in Bremerton. He advised Board members to watch for an email containing a booking link for the event.

1:10:09, Executive Director Clauson shared that there are changes with the ORCA system specific to the transfer credit policy on fast ferries. Washington State Ferries does not allow transfer credits and Kitsap Transit is proposing the same policy of no transfer credits on the fast ferries.

1:11:55, Marketing Director Sanjay Bhatt provided the Board with an overview of the current and proposed Fare Policy from the rider's perspective. He summarized the system and outlined the potential impact of the changes, including the anticipated revenue loss. He noted that the policy adjustment is scheduled to take effect in October, 2025, and will require public notice.

1:17:08, The Board discussed the transfer credit system for ferry riders, financial implications of the system, employer paid passes, replacement vessels, and the possibility of seeking partnerships and grant funding to address financial needs.

1:28:27, Commissioner Rolfes proposed that the Board support Kitsap Transit's request to change the fare policy and no longer accept the transfer credits on the fast ferries.

1:28:56, Board members agreed that Kitsap Transit should present the new fare policy and resolution at the next meeting for an official vote.

1:29:19, Executive Director Clauson informed the Board that a tenant at the Harborside building has requested an early lease termination in January, 2026. Kitsap Transit is looking to finalize the arrangement, with the tenant's furniture being part of the negotiated terms.

1:30:26, Executive Director Clauson stated that he will be in Washington, DC on May 20, 2025, and will need to cancel the Board Study meeting.

1:30:51, Executive Director Clauson shared that Kitsap Transit staff will be installing new reflective wraps on bus stop signs to improve visibility and accessibility.

7. PUBLIC COMMENTS

None at this time.

8. FOR THE GOOD OF THE ORDER:


1:32:36, Councilmember Rosapepe announced that the South Kitsap Public Education Foundation has selected John Clauson as the recipient of the 2025 Distinguished Alumni Award, which will be presented to him next Friday night. Congratulations to Mr. Clauson on this well-deserved recognition!

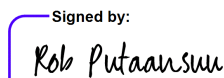
1:33:07, Councilmember Mockler reported that the Bremerton City Council, with a two-thirds majority, opposes approving any zoning changes for the Gateway Park and Ride located at 6th and Montgomery in Bremerton.

9. ADJOURN: At 10:03 AM, Chairperson Mayor Putaansuu adjourned the regular meeting.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 3rd day of June, 2025.

Attest:

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Jackie Bidon, Clerk of the Board

Signed by:

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Rob Putaansuu, Chairperson