

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF May 06, 2025

Board of Commissioners Present:

Driskell, Robert, Teamsters Local No. 589, *non-voting member*
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 - *Virtual*
Walters, Katie, Kitsap County Commissioner, **Vice Chair** - *Absent*
Wheeler, Greg, Mayor, City of Bremerton

Staff Present:

Sanjay Bhatt, Marketing & Public Information Director; Jackie Bidon, Clerk of the Board, Public Records Officer; Michael Bozarth, Operations Director; John Clauson, Executive 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/XGDh2x8eKxpn6s0inPVm9LIrmuXmD5mtps6ETMhWYYkQj59oeKF7nLW0_B5UN3oq.6IHdKf9D3AmxysYi Passcode: r5km?8C0

1. CALL TO ORDER: Mayor Put aansuu called the meeting of the Kitsap Transit Board of Commissioners to order at 10:30 AM.

2. AGENDA REVIEW

Upon review by the Board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

0:01:16, Mayor Put aansuu acknowledged that Kitsap Transit's Maintenance team is in attendance and will be recognized for their participation in the International Transit Roadeo.

4. COMMUNITY ADVISORY COMMITTEE REPORT

0:01:48, Executive Director Clauson reported that the Community Advisory Committee members reviewed various topics, including the state budget, the bus mapping program, proposed fare policy changes, and recognition of Kitsap Transit teams for their participation in the International Roadeo.

5. CONSENT / ACTION ITEM:

- a. Warrants for March 2025
 - o Warrant numbers transit fund 172191 to 172496 of \$15,305,959
 - o Warrant numbers ferry fund 608892 to 608999 of \$3,320,752
 - o Payroll Account disbursements of \$3,415,478
 - o ACH clearing account payments of \$55,148
 - o Travel Account Disbursements of \$9,062
 - o Purchasing Card Disbursements of \$71,204
- b. Minutes of March 18, 2025
- c. Minutes of April 01, 2025

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

Motion passed unanimously.

6. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 25-36, Approve Routed and ACCESS CBA

0:03:32, Executive Director Clauson announced that Kitsap Transit and ATU successfully reached a tentative agreement covering Routed operators, ACCESS operators, and Routed dispatchers. The four-year contract will span from February 16, 2024, to February 15, 2028.

Clauson outlined key provisions of the agreement, including the recognition of Juneteenth as a holiday, enhanced employee life insurance benefits, expanded medical coverage for part-time employees, and a transition to WPSL with a one-time allocation of 20 additional hours of general leave. The contract also provides for annual percentage-based wage increases, retroactive to the expiration of the 2024 contract, as well as a ratification signing bonus of \$2,500.

Clauson expressed his appreciation to both the ATU and Kitsap Transit teams for their dedication and hard work in achieving this agreement.

Discussion:

0:08:38, Board discussions included inquiries regarding the financial implications of increased employer contributions for medical coverage and potential fare increases to offset these costs.

0:09:50, Executive Director Clauson stated that Kitsap Transit can accommodate the costs within the existing budget, eliminating the need for fare increases.

Councilmember Mockler moved and Commissioner Rolfes seconded the motion to adopt Resolution No. 25-36, approving the ATU Local 587 Collective Bargaining Agreement for Routed and ACCESS services, effective February 16, 2024.

Motion passed unanimously.

b. Resolution No. 25-37, Approve Non-Rep Salary Schedule and Benefits

0:17:02, Executive Director Clauson explained that this resolution aligns with the approval of the ATU contract and serves as a benchmark for implementing changes affecting non-represented staff. He noted that the adjustments are consistent across the agency in accordance with the approved ATU contract, with the exception of a 1.5% wage increase for non-represented employees.

Discussion:

No discussion.

Councilmember Moriwaki moved and Commissioner Root seconded the motion to adopt Resolution No. 25-37, authorizing the implementation of an adjusted Non-represented salary schedule effective May 11, 2025; recognizing Juneteenth as a paid holiday effective June 19, 2025; providing an additional twenty (20) hours of general leave effective February 16, 2026; and increasing the life insurance benefit to fifty thousand dollars (\$50,000) effective June 1, 2025, for non-represented employees as presented.

Motion passed unanimously.

0:20:36, Executive Director Clauson expressed his gratitude to the Board for approving the last two resolutions. He acknowledged that he is fortunate to work with an outstanding team at Kitsap Transit, including operators, mechanics, non-represented staff, and marine service personnel. He emphasized his pride in their dedication and expressed his sincere appreciation for their support.

c. Resolution No. 25-38, Approval for ILA with University of Washington

0:21:08, Executive Director Clauson stated that this resolution seeks authorization to enter into an Interlocal Agreement with the University of Washington. Pending Board approval, Kitsap Transit will have the ability to purchase off the University's contract, provided its bidding procedures comply with Federal requirements.

Discussion:

No discussion.

Councilmember Moriwaki moved and Mayor Wheeler seconded the motion to adopt Resolution No. 25-38, authorizing Kitsap Transit staff to enter into an Intergovernmental Cooperative Purchasing Agreement with the University of Washington.

Motion passed unanimously.

d. Resolution No. 25-39, Approve Commander USCG Inspection and Repairs

0:22:47, Executive Director Clauson announced that Kitsap Transit is requesting authorization to advertise and solicit bids for the Commander's dry docking, as required for the vessel's biennial United States Coast Guard inspections and necessary repairs.

Discussion:

0:23:32, Board discussion included questions of cost in the Budget.

0:23:41, Executive Director Clauson shared the cost of this project is in the Operating Maintenance Budget.

Councilmember Moriwaki moved and Commissioner Rolfes seconded the motion to adopt Resolution No. 25-39, authorizing Kitsap Transit staff to advertise and seek bids for the Commander dry docking for the two (2) year United States Coast Guard inspection and repairs.

Motion passed unanimously.

e. Resolution No. 25-40, Approve Kitsap Transit Fare Policy

0:25:08, Executive Director Clauson stated that the resolution affirms the discussions held during the most recent work study regarding changes to the fare policy, including the elimination of transfer credits on Kitsap Transit Fast Ferries. He explained that this adjustment aligns Kitsap Transit's fare structure with that of Washington State Ferries. Clauson also noted that the figures presented were estimates derived from the 2024 ORCA reports.

Discussion:

0:26:27, Board discussion followed regarding public outreach and resulting in fare increases for some.

Councilmember Moriwaki moved and Mayor Wheeler seconded the motion to adopt Resolution No. 25-40, approving the Kitsap Transit Fare Policy as shown in Exhibit A, eliminating transfer credits on Kitsap Fast Ferries, effective October 01, 2025.

Motion passed unanimously.

f. Resolution No. 25-30, Approve Kitsap Transit Marine Charter Policy

0:28:02, Executive Director Clauson announced that the resolution formally adopts the Marine Charter Policy, which has been reviewed and discussed in previous meetings. Kitsap Transit has incorporated the Board's recommendations, updated the policy accordingly, and now presents it for approval.

Commissioner Root moved and Councilmember Moriwaki seconded the motion to adopt Resolution No. 25-30, approval of the Kitsap Transit Marine Services Charter Policy.

Discussion:

0:28:49, Board discussion followed with concerns about insurance requirements, agreement of hold harmless, and risk assessment.

0:30:39, Executive Director Clauson stated that Kitsap Transit staff are operating the vessels as part of their regular business activities, which are covered under the existing insurance policy. He further noted that the charter agreement, signed by charter groups, includes an indemnification provision but does not require the groups to carry additional insurance coverage.

0:31:34, Finance Director Paul Shinnars reported that he consulted Kitsap Transit's marine insurance provider, which confirmed that protection and indemnity coverage will apply to the charters. He noted that the insurance broker is exploring the implementation of a hold harmless clause agreement, designating charter groups' coverage as primary and Kitsap Transit's marine coverage as secondary. Mr. Shinnars will seek further clarification regarding the determination of primary and secondary insurance coverage.

Motion passed.

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

7. EXECUTIVE DIRECTOR ITEMS

0:37:33, Executive Director Clauson provided the Board with a briefing on the Artemis vessel, showcasing the technology and capabilities of an all-electric hydrofoil. The demonstration was attended by Board members, two representatives from the Governor's office, a Department of Commerce official, Representative Nance, a Seattle Times representative, and other stakeholders. Executive Director Clauson also reminded the Board of the May 20, 2025, meeting cancellation.

8. STAFF RECOGNITION / PROGRESS REPORTS

a. Recognize Kitsap Transit 2025 National Rodeo Participants

0:39:29, Executive Director Clauson reported that Kitsap Transit's Maintenance Team and Routed operator participated in the International Rodeo Competition on April 6, 2025, in Texas. Routed operator Val Quill competed in the Bus Rodeo, a timed driving obstacle course, securing 19th place out of 75 competitors from across the country.

Maintenance Team members Ruben Castro-Guijosa, John Falla, and Spencer Winslow competed in the maintenance stations and modules, achieving 14th place out of 52 teams. Notably, Kitsap Transit's Maintenance Team earned the highest scores in two of the modules, setting a new speed record of 2 minutes 64 seconds while successfully diagnosing all seven problems.

0:49:35, The Maintenance Team was brought before the Board for recognition of a great performance at the International Rodeo Competition. Val Quill was unable to attend the Board meeting.

b. Recognizing Drivers of the Month for March 2025 (10:45am)

0:51:11, Cyndi Griffey, Worker/Driver Manager, recognized the *ACCESS* Driver of the Month for March 2025, Joe Morales.

0:52:22, Cyndi Griffey, Worker/Driver Manager, recognized the Routed Driver of the Month for March 2025, David Clark.

0:53:24, Cyndi Griffey, Worker/Driver Manager, recognized the Worker/Driver of the Month for March 2025, Sal Chavez.

c. May 2025 Report from KT Lobbyist

0:54:58, Kitsap Transit Lobbyist Dylan Doty outlined the approach taken to balance the budget, which involved a combination of expenditure reductions and new revenue streams, including tax increases and modifications to tax incentives. He highlighted the transportation budget, noting that additional revenue was generated through a gas tax increase and a sales tax transfer. While

transit programs faced a reduction of approximately \$10 million, Kitsap Transit successfully secured funding for various projects.

Two key areas of focus were the potential financial backfill required to sustain operations for the Seattle-Bremerton route and the increased service demands associated with the 2026 FIFA World Cup. To address these needs, a \$4 million fund was established for temporary supplemental passenger ferry service, while a \$9 million transit funding allocation was designated for World Cup-related initiatives.

- d. Draft Financial Reports through March 2025
- e. Capital Work in Progress March 2025
- f. Fuel Costs Report through the end of April 2025
- g. 2025 Goals Progress Report

1:20:39, Councilmember Mockler noted that, upon reviewing the 2025 Goals report, the APC system has not yet reached full system acceptance and therefore cannot commence the certification process. She sought clarification on the reasons for the delay in readiness.

1:21:08, Executive Director Clauson acknowledged ongoing challenges at the vendor level regarding the interoperability of technology systems, noting that efforts are underway to resolve these issues. He stated that the system is generating data, which is currently undergoing internal verification to ensure accuracy. Additionally, he emphasized the multiple certifications required, highlighting that obtaining certification from the Federal Transit Administration (FTA) could take nearly a year.

9. PUBLIC COMMENTS

1:23:56, None at this time.

10. FOR THE GOOD OF THE ORDER:

1:24:22, Councilmember Rosapepe commended Kitsap Transit participants for their outstanding performance in the International Rodeo, emphasizing the valuable benefits such events bring to employees, including professional growth and morale.


11. ADJOURN: At 11:55 AM, 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:

Signed by:

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 Rob Putaansuu, Chairperson

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Jackie Bidon, Clerk of the Board