

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF February 3, 2026

Board of Commissioners Present:

Driskell, Robert, Teamsters Local No. 589, *non-voting member*
Mockler, Anna, Councilmember, City of Bremerton- *Absent*
Moriwaki, Clarence, Mayor, City of Bainbridge Island, **Vice Chair**
Putansuu, Robert, Mayor, City of Port Orchard
Rolfes, Christine, Kitsap County Commissioner
Root, Oran, Kitsap County Commissioner - *Absent*
Rosapepe, Jay, Councilmember, City of Port Orchard
Stern, Ed, Mayor, City of Poulsbo
Walters, Katie, Kitsap County Commissioner, **Chair**
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; 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; Paul Shinnars, Finance Director; Nick Zylstra, Marine Services Director

Attended virtual: 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.

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1. CALL TO ORDER: Chairperson Walters 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

0:00:53, Commissioner Walters noted that the Kitsap Daily News published a write-up on Sanjay Bhatt's presentation regarding Kitsap Transit's preparations for the World Cup. She also remarked that the event is 132 days away.

4. COMMUNITY ADVISORY COMMITTEE REPORT

0:01:51, Executive Director Clauson briefed the Board on discussions held at the Community Advisory Committee meeting on January 29, 2026. Topics included Kitsap Transit’s automated rider alert notifications for delays and cancellations, as well as the implementation timeline for the new ORCA scanners intended to support faster boarding. The committee also discussed concerns regarding ferry offloading procedures and vessel availability—particularly on the Southworth route. Nick Zylstra, Marine Services Director, will be evaluating potential options.

Sanjay Bhatt, Marketing and Public Information Director, provided an update on recent technology improvements, including the rollout of a text-messaging system for bus arrival information.

There was also brief discussion regarding the upcoming Board Composition Review, including the potential addition of two community members as voting Board members.

0:06:41, Commissioner Rolfes stated that she would like the opportunity to provide a follow-up report to the Kingston community regarding the rider alert communications discussion.

5. CONSENT / ACTION ITEM:

- a. Warrants for December 2025
 - o Warrant numbers transit fund 175301 to 175602 of \$3,153,963
 - o Warrant numbers ferry fund 609865 to 609940 of \$2,648,981
 - o Payroll Account disbursements of \$3,721,123
 - o ACH clearing account payments of \$29,599
 - o Travel Account Disbursements of \$1,128
 - o Purchasing Card Disbursements of \$45,321
- b. Minutes of January 6, 2026
- c. Minutes of January 20, 2026
- d. Resolution No. 26-09, Approve the 2026 Kitsap Transit Safety Plan
- e. Resolution No. 26-10, Approve Marine Services 2026 Insurance Renewal

0:08:10, Chairperson’s microphone was not working.

Mayor Stern moved and Mayor Moriwaki seconded the motion to approve the Consent Action.

Discussion:

None.

Motion passed unanimously.

6. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 26-11, Approve KT 25-988 Change Order 4 MV Solano Repairs

0:09:14, Executive Director Clauson explained that the resolution requests approval of Change Order Four (4), which includes engine-related work totaling fifty-seven thousand three dollars (\$57,003). He noted that the previous change orders fell within the Executive Director's authority; however, the cumulative total of the first three change orders combined with the fourth exceeds that authority, requiring Board approval.

Commissioner Rolfes moved and Councilmember Rosapepe seconded the motion to adopt Resolution No. 26-11, authorizing staff to approve Change Order Four (4) for KT 25-988, in the amount of fifty-seven thousand three dollars (\$57,003). Thus, increasing the contract total to eight hundred eighty-five thousand two hundred fifty-five dollars (\$885,255), and reauthorizes the Executive Director's 10 percent authority in accordance with Kitsap Transit's Procurement Policy.

Note: Resolution was not read in its entirety. Missing language: "Thus, increasing the contract total to eight hundred eighty-five thousand two hundred fifty-five dollars (\$885,255), and reauthorizes the Executive Director's 10 percent authority in accordance with Kitsap Transit's Procurement Policy."

Discussion:

None.

Motion passed unanimously.

- b. Resolution No. 26-12, Award KT 25-014 Reliance Engine Swings and Repairs

0:23:49, Executive Director Clauson reported that Platypus Marine Inc. was selected as the top bidder among three proposals to replace the engines on the Reliance. He noted that Platypus Marine Inc. will utilize the four in-stock engines previously purchased by Kitsap Transit. He requested Board authorization to award the contract to Platypus Marine Inc.

Mayor Wheeler moved and Mayor Moriwaki seconded the motion to adopt Resolution No. 26-12, authorizing staff to award KT 25-014 to Platypus Marine, Inc. for Reliance Engine Swings and Repairs project in the amount of two hundred eighty-six thousand nine hundred eighty-five dollars (\$286,985.00).

Discussion:

None.

Motion passed unanimously.

- c. Resolution No. 26-13, Award Contract Federal Legislative Liaison

0:26:06, Executive Director Clauson stated that it is in Kitsap Transit’s best interest to retain a federal lobbyist in Washington, D.C. to represent the agency’s interests and ensure that required federal paperwork is completed and advanced appropriately. He noted that the resolution before the Board seeks approval to enter into a three-year agreement with Covino Smith and Simon Inc.

Discussion:

0:29:08, Board discussion included consideration of the value and benefits of entering into a federal lobbyist agreement.

0:29:19, Executive Director Clauson explained that one of the key benefits of contracting with a federal lobbyist is their familiarity with, and close working relationship with, the U.S. Department of Transportation. He noted that the lobbyist will monitor Kitsap Transit’s grant requests, ensure that FTA and DOT staff are aware of the proposals, help address any issues that arise, and identify additional funding opportunities. He added that the federal lobbyist will also engage with members of Congress, key staff, Appropriations staff, and relevant committee personnel. Additionally, the lobbyist will coordinate closely with the offices of Representative Randall, Senator Murray, and Senator Cantwell, including arranging meetings during trips to Washington, D.C.

Mayor Moriwaki moved and Commissioner Rolfes seconded the motion to adopt Resolution No. 26-13, authorizing staff to enter into contract KT 25-006 with Covino Smith & Simon Inc., for Federal Legislative Liaison Services for three (3) years with one (1) two-year (2) option; and delegates authority to the Executive Director to exercise the renewal option for year four (4) and year five (5).

Note: Resolution was not read in its entirety. Missing language: “with one (1) two-year (2) option”

Motion passed unanimously.

7. EXECUTIVE DIRECTOR ITEMS

0:33:06, Executive Director Clauson provided a follow-up on the proposed Board retreat date of July 21, 2026, noting that the retreat would extend the second Board meeting. He stated that holding the retreat in July would allow sufficient time to secure a facilitator to assist with reviewing the mission statement, goals, and strategic planning.

Executive Director Clauson also reported that Kitsap Transit had applied for one hundred fifty thousand dollars (\$150,000) in funding that could be used toward bus shelters. If awarded, the funds, along with local match dollars, would support the addition of new shelters throughout the

system. He noted that a decision is expected in May or June of 2027, with funding available in the 2027–2029 biennium.

0:34:57, Mayor Stern expressed interest in reviewing the level-of-service criteria and understanding how decisions are made regarding which locations receive bus shelters.

0:35:11, Executive Director Clauson reported that the new automatic passenger counting system on the buses will provide stop-level data, enabling Kitsap Transit to better prioritize locations for future bus shelters. He also briefly reviewed updated rules and regulations governing where bus shelters may be installed.

0:36:23, Executive Director Clauson updated the Board on the open payment initiative for the ORCA system, noting that the project is currently in its second stage of testing.

0:37:11, Mayor Putaansuu inquired whether the open payment system would also be compatible with the Washington State Ferry (WSF) system.

0:37:17, Executive Director Clauson said he was not sure, explaining that WSF operates under different regulations and don't have the flexibility that transit systems have.

8. STAFF RECOGNITION / PROGRESS REPORTS

a. Recognize Drivers of the Month for December 2025 (10:45 AM)

0:11:34, Thomas Gilbert, Routed Manager, recognized the Routed Driver of the Month for December 2025, Rebecca Silverwood.

0:12:51, Jeff Vinecourt, ACCESS Manager, recognized the ACCESS Driver of the Month for December 2025, Ryan Zaragoza.

0:14:37, Cyndi Griffey, Worker/Driver Manager, recognized the Worker/Driver of the Month for December 2025, Jared Moyer.

b. Recognize Drivers of the Year for 2025

0:15:47, Cyndi Griffey, Worker/Driver Manager, recognized the Worker/Driver of the Year for 2025, Lindsay Skelly. This is Lindsay's second Worker/Driver of the Year.

0:18:00, Jeff Vinecourt, ACCESS Manager, recognized the ACCESS Driver of the Year for 2025, Damien Sabado. This is Damien's third ACCESS Driver of the Year.

0:19:54, Thomas Gilbert, Routed Manager, recognized the Routed Driver of the Year for 2025, Marvin Jackson. This is Marvin's second Routed Driver of the Year.

- c. February 2026 Report from KT Lobbyist
- d. Draft Financial Reports through December 2025
- e. Capital Work in Progress December 2025
- f. Fuel Costs Report through the end of January 2026

9. PUBLIC COMMENTS

None at this time.

10. FOR THE GOOD OF THE ORDER:

0:39:26, Mayor Moriwaki requested that both the Kitsap Transit Lobbyist and the Federal Lobbyist include, in their future reports, the party affiliation and city of origin for sponsors of any newly introduced bills.

11. ADJOURN: At 11:10 AM, Chairperson Walters adjourned the regular meeting.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 3rd day of March, 2026.

Attest:

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Jackie Bidon
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Jackie Bidon, Clerk of the Board

Signed by:
Katherine T. Walters
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Katherine T. Walters, Chairperson