

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF May 5, 2026

Board of Commissioners Present:

Driskell, Robert, Teamsters Local No. 589, *non-voting member*
Moriwaki, Clarence, Mayor, City of Bainbridge Island, **Vice Chair**
Putansuu, Robert, Mayor, City of Port Orchard
Rebelowski, Jane, Councilmember, City of Bremerton
Rolfes, Christine, Kitsap County Commissioner
Root, Oran, Kitsap County Commissioner
Rosapepe, Jay, Councilmember, City of Port Orchard, *Absent*
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; John Clauson, Executive Director; Dennis Griffey, Vehicle and Facilities Maintenance Director; Steffani Lillie, Service and Capital Development Director; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Paul Shinnars, Finance Director; Nick Zylstra, Marine Services 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/WeDhgkGiDb619nXm278hP8lQbvYmNHUGnc6BGkaGkPYSyw3LNDw23jt6uj2KWwR.zFMcc-BmKmrWufQD> **Passcode: *sr3YY8=**

1. CALL TO ORDER: Chairperson Walters called the meeting of the Kitsap Transit Board of Commissioners to order at 10:29 AM.

2. AGENDA REVIEW

Upon review by the Board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

0:01:03, Chairperson Walters noted that the Board would receive a brief preview of how Kitsap Transit preparations are progressing for the major soccer events taking place in Seattle this summer. She also distributed Kitsap community scarves to Board members and attendees. The scarves feature the names of local communities and are intended to highlight regional pride. She emphasized that the upcoming events present a strong opportunity to bring the community

together and showcase Kitsap County to both domestic and international visitors. She noted ongoing beautification efforts in Port Orchard and stated that Bremerton is preparing for a busy summer season, including activities at Quincy Square and the Fan Zone.

4. COMMUNITY ADVISORY COMMITTEE (CAC) REPORT

0:04:43, Executive Director Clauson briefed the Board on the April 30 regularly scheduled meeting. The committee reviewed the Board agenda and had no comments. Committee members provided their standing reports. The Kingston representative briefed the CAC on the Washington State Ferries ticketing system being implemented to help reduce congestion in downtown Kingston. Members raised questions regarding Kitsap Transit's connection with Pierce Transit in Purdy. They discussed ongoing challenges with public awareness of the BI Ride service on Bainbridge Island. There was discussion about the *ACCESS* manifest used by operators, including how trip information is displayed on driver tablets.

Marketing and Public Information Director Sanjay Bhatt provided an update on Kitsap Transit's new display units and the rollout of the text-based next-bus arrival system.

The CAC continued work on a draft resolution regarding citizen voting positions on the Board, marking the first time the CAC has pursued a formal position statement.

Members elected new leadership: Chair Kelsey Murray, representing South Kitsap and a regular Southworth–Seattle fast-ferry rider and Vice Chair Cindy Hare Willis, representing Peninsula Community Health. The CAC voted to recommend renewal of the Kingston representative's membership and a resolution for reappointment will be presented at the next Board meeting.

A community member expressed interest in participating more actively in the upcoming Week Without Driving initiative. Clauson referenced last year's creative multimodal participation by Councilmember Morawaki.

0:09:00, Commissioner Rolfes requested that CAC meeting minutes be added to the Consent Agenda in order to formalize the relationship with the committee and ensure the Board can review their discussions. Discussion on location of information; CAC meeting minutes will be added under "Progress Reports."

She also asked that the CAC to be explicit in its forthcoming resolution regarding which citizen positions they recommend adding to the Board—whether these should be the CAC Chair and Vice Chair or roles defined by rider type (e.g., ferry rider, bus rider). This level of specificity would prevent the Board from needing to conduct interviews or make discretionary selections.

0:10:59, Executive Director Clauson stated that discussion to date has been that the RCW phrases this as optional, not mandatory. The Board received additional clarification regarding the CAC's perspective on its draft resolution concerning citizen voting members. The CAC indicated that it would prefer not to exercise the option of adding two citizen voting members to the Board. Their

position is that the CAC already provides broader and more diverse community representation. Members of the CAC represent a range of program users including Routed and ACCESS bus riders as well as geographic areas across the county and various social-service organizations, such as Peninsula Community Health and Kitsap Mental Health. The CAC believes this structure offers a more comprehensive reflection of the community than appointing two individual voting members to the Board. Executive Director Clauson noted that the Board has the option to do both, appoint two voting members and continue with the CAC structure, but the question remains which approach would carry more weight. Under the RCW, if the Board were to add two citizen voting members, those individuals must represent distinct user segments, which may exclude some CAC members. For example, the current Vice Chair, representing a social-service organization, would not qualify under the statutory requirements. The CAC's forthcoming resolution is expected to clarify its position.

Executive Director Clauson shared that a question was raised about whether the Board would need both the CAC and two citizen voting members if only one approach is ultimately selected. From the staff's perspective, supporting the CAC requires significant staff time. If the Board were to adopt the model of appointing two citizen voting members, the recommendation would be to discontinue the CAC and go with the two appointed members.

It was also noted that state law requires a Board Composition Review Committee to convene every four years. This committee includes one representative selected by Kitsap County, one selected collectively by each city, and other required representatives. Their task is to review the structure of the Public Transportation Benefit Area (PTBA) Board, and they have the authority to change its size and composition. The Board may be reduced from nine members to as few as five, and the committee may redefine who serves on the Board. Clauson indicated that the broader question of CAC representation versus citizen voting members would be brought to the upcoming Board Composition Review Committee for consideration as part of its statutory review. Kitsap Transit will be sending the Board Composition Review Committee letter to each jurisdiction, asking for their representative on the committee.

5. CONSENT / ACTION ITEM:

- a. Warrants for March 2026
 - o Warrant numbers transit fund 176265 to 176558 of \$1,674,836
 - o Warrant numbers ferry fund 610125 to 610254 of \$3,778,964
 - o Payroll Account disbursements of \$3,895,538
 - o ACH clearing account payments of \$71,233
 - o Travel Account Disbursements of \$3,091
 - o Purchasing Card Disbursements of \$60,051
- b. Minutes of March 3, 2026
- c. Minutes of March 17, 2026
- d. Minutes of April 7, 2026

0:15:50, Mayor Putaansuu moved and Commissioner Rolfes seconded the motion to approve the Consent Agenda.

Discussion:

None.

Motion passed unanimously.

6. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 26-27, Approve Change Order on KT 23-870 Additional

0:20:45, Executive Director Clauson presented a resolution authorizing execution of Change Order No. 3 with Perteet Inc. Perteet completed the alternatives analysis, preliminary engineering, and design work for the proposed Kitsap Transit Training Facility under its February 2024 contract. With the environmental review nearing completion and a \$15 million federal construction grant awarded, Change Order No. 3 would allow Perteet to begin full construction-level design, the final major step before issuing construction bids and accessing grant funds.

Executive Director Clauson reported that the cost of Change Order No. 3 is approximately \$1.9 million, with just over \$900,000 expected to be spent in the current year. Although this design phase was not a separate line item in the adopted Capital Budget, staff have reallocated sufficient funding within the existing budget under the Board's direction to manage the Capital Program at the program level. No budget amendment is required for the current year. The remaining design cost will be incorporated into the 2027 Capital Budget, scheduled for Board consideration in November.

0:23:46, Mayor Putaansuu moved and Commissioner Root seconded the motion to adopt Resolution No. 26-27, authorizing staff to award Change Order 3 to Perteet, Inc. for additional design services associated with the Kitsap Transit Training Facility project in the amount of one million nine hundred ninety-six thousand five hundred sixty-four dollars (\$1,996,564) and reauthorizes the Executive Director's authority.

Discussion:

0:24:20, Mayor Putaansuu requested clarification that Kitsap Transit did receive a \$15 million award other than their match and that they will have additional revenue to pay for the costs.

0:24:37, Executive Director Clauson shared that the \$15 million is for construction and what Kitsap Transit is doing now is getting ready to be able to start using the \$15 million.

Motion passed unanimously.

- b. Resolution No. 26-28, Acknowledging Approved Change Order on KT25-011

0:25:29, Executive Director Clauson reported that, in accordance with agency policy, a change order was executed for one of the vessels while it was in dry dock. The work could not be postponed until the next Board meeting, and the \$31,000 cost exceeded the Executive Director's 10% contracting authority. As required, the Executive Director consulted with the Board Chair,

who concurred with authorizing the change order. The work has proceeded, and this report formally documents the action, records the Chairperson's concurrence, and resets the Executive Director's authority under policy.

0:26:24, Mayor Stern moved and Commissioner Root seconded the motion to adopt Resolution No. 26-28, acknowledging the Executive Director's delegated authority, with concurrence of the Board Chair, to approve KT 25-011 Change Order 2, in the amount of thirty-one thousand six dollars (\$31,006), and resets the Executive Director's ten percent contract authority in accordance with Kitsap Transit's Procurement Policy.

Discussion:

0:27:10, Mayor Moriwaki thanked Executive Director Clauson for following policy, stating that it really matters that policy is followed.

Motion passed unanimously.

- c. Resolution No. 26-29, Approve Sole Source Purchase of Renewable Propane

0:28:25, Executive Director Clauson shared that, in continuing to take steps towards running a cleaner agency, Kitsap Transit has converted the ACCESS fleet to propane and are close to running that fleet at 100% propane. He stated that they have located a source for renewable propane, generated from something other than fossil fuel. This contract includes fuel tanks at South Base and Bremerton, doubling the fuel storage capacity and receiving additional training for staff.

0:30:14, Mayor Moriwaki moved and Commissioner Rolfes seconded the motion to adopt Resolution No. 26-29, authorizing staff to award Blue Star Gas of Tukwila, Washington, KT 26-034, a sole source contract, suppling renewable propane, leased dispensing equipment, dispensing equipment service and employee training.

Discussion:

0:30:56, Commissioner Walters remarked that she is consistently impressed with how Kitsap Transit stays ahead of the curve in pursuing renewable and clean-fuel options.

0:32:47, Executive Director Clauson thanked the Board for its positive comments regarding Kitsap Transit's renewable fuel efforts. An inquiry to Intercity Transit ultimately led to the contract presented in this resolution. He credited Intercity Transit for "breaking the ice" on renewable propane and helping pave the way for Kitsap Transit's adoption of cleaner fuel options.

Motion passed unanimously.

7. EXECUTIVE DIRECTOR ITEMS

0:33:28, Executive Director Clauson reported on recent advocacy activities in Washington D.C., including meetings with Senator Murray, Senator Cantwell, and Representative Randall, where

multiple Washington state transit agencies shared their specific issues and challenges. He noted that having a federal lobbyist significantly improved the effectiveness of these meetings and helped coordinate the visits.

Executive Director Clauson announced the upcoming American Public Transit Association (APTA) Expo in Chicago on October 4 through 7, describing it as a major industry event occurring only once every three years which will feature vendors from around the world showcasing the latest transit technologies and products. He encouraged the Board to attend, requesting staff confirm attendance soon to secure plane tickets at current fuel prices.

0:40:32, In discussing future work study meetings, Executive Director Clauson requested that the May 19 work study be cancelled due to staff attending the American Public Transit Association (APTA) International Roadeo in Salt Lake City. He also noted that the Board Chair brought to his attention the Kitsap County Association of Realtors and Building Association will be putting on a legislative bus tour on June 16 and requested cancelling the work study to accommodate a legislative bus tour.

0:43:14, Mayor Wheeler inquired if the Board cancelled the June 16 meeting and August meetings, would the work pile up.

0:43:48, Executive Director Clauson stated that it would not, clarifying that study sessions are for in-depth information while regular business meetings are held in the first meeting of the month.

0:44:28, **Commissioner Rolfes moved and Mayor Moriwaki seconded the motion to cancel the June 16 study session.**

Discussion:

None.

Motion passed unanimously.

0:45:58, Marketing and Public Information Director Sanjay Bhatt presented an update on Kitsap Transit's World Cup service plans. Kitsap Transit will provide special night service for FIFA World Cup matches in Seattle and for the Fan Zone in Bremerton. Additional routed night service will operate on Routes 108, 212, 215, and 390, along with Ferry Take Home services from Bremerton and Bainbridge Island. Extended service will also be added to the Bremerton Fast Ferry and Port Orchard Foot Ferry, beginning June 15 for the first match. A new webpage at kitsaptransit.com/SEA26 provides details, with schedules to be posted later this month.

Mr. Bhatt also shared updates on transportation improvements at the Bremerton Transportation Center (BTC). Tap2Pay has now been implemented on both buses and ferries. Kitsap Transit is developing a plan for transit ambassadors to assist visitors on game days, with a trailer under consideration as a central information hub. Planned digital enhancements include LCD displays for bus departures, exterior wall-mounted screens, e-paper signs for bus and ferry information, and

wayfinding signage, all featuring real-time updates and ADA-compliant features. Similar upgrades will be deployed at the Wheaton Way and Silverdale transit centers.

Bhatt also reported the successful rollout of text-for-next-bus signage at 325 stops, with countywide expansion expected by the end of June. Riders can text the bus stop number to the phone number on the sign to receive the estimated arrival times of the next three buses within the next 60 minutes.

0:59:54, Board members discussed the scope of ferry take-home service and hotel coverage on Bainbridge Island, including locations along Highway 305. They noted that extended route hours will benefit regular bus riders who will now have the option to travel later in the evening. The Board also emphasized the importance of a PR campaign to ensure the community is aware of the extended service hours.

1:00:24, Mr. Bhatt noted that the extended service will include hotels located in Winslow as well as the hotel in the Lynwood Center area.

1:01:07, Executive Director Clauson clarified that Kitsap Transit will not operate extended hours system-wide. The extended hours apply only to the specific routes identified in the presentation that serve hotel locations. In addition, the Bremerton Fast Ferry and Port Orchard Ferry will run later to support travel to hotels in South Kitsap County.

1:02:02, Mr. Bhatt reported that his team will issue the standard rider alerts two weeks before the service change, and those alerts will include details about the additional service being offered. He also noted that this information will be shared with community partners such as local Chambers of Commerce, to help amplify communication to the broader community.

1:02:45, Executive Director Clauson reported that Kitsap Transit previously received a little over \$315,000 in state funding allocated to Puget Sound agencies most affected by the World Cup. The agency was recently notified of an additional \$200,000 from the Federal Transit Administration, distributed to the region using a similar formula. Because these federal dollars can only be earned through service that touches the Seattle Urbanized Area, they are restricted to use on the Fast Ferry, which aligns well with the additional fuel costs expected for the six days of expanded service. He also acknowledged the County's support, noting the award of approximately \$60,000 to assist with installing electronic kiosks at Bremerton, East Bremerton, and Silverdale transit centers. This represents the primary external funding supporting World Cup related activities. Finally, he shared that Kitsap Transit is mobilizing its own staff to serve as ambassadors, following an internal call for volunteers to support operations during the event.

1:06:02, Board discussion included clarification on when the extended service hours will be; triage plan in place for service disruptions and maintaining reliability; and the amount of Kitsap Transit's budget is being used to accommodate FIFA. Board members voiced their appreciation of Kitsap Transit's communication, innovation, customer service and forward thinking in all aspects of the upcoming event.

1:06:31, Executive Director Clauson clarified the extended service will only take place on game days.

He addressed concerns for a triage plan, reporting that they are working on a backup plan with WSF and other partners due to limitations with the number of vessels and crew availability.

Executive Director Clauson shared that he does not have an amount of funds budgeted for FIFA but will report on estimated of costs paid by Kitsap Transit at the next Board Meeting.

8. STAFF RECOGNITION / PROGRESS REPORTS

- a. Recognizing Drivers of the Month for March 2026 (10:45am)

0:16:52, Cyndi Griffey, Worker/Driver Manager, recognized the ACCESS Driver of the Month for March 2026, Brian Hedrick.

0:18:50, Cyndi Griffey, Worker/Driver Manager recognized the Worker/Driver of the Month for March 2026, Nate Nave.

0:19:28, Thomas Gilbert, Routed Manager, recognized the Routed Driver of the Month for March 2026, Mark Bright.

- b. April 2026 Report from KT Lobbyist
- c. Draft Financial Reports through March 2026
- d. Capital Work in Progress March 2026
- e. Fuel Costs Report through the end of April 2026

1:12:55, Executive Director Clauson noted that Kitsap Transit provides a monthly update on fuel cost trends, and this year the information is especially important given ongoing operational changes. He directed the Board to page 46 of the Board packet, which shows that the average fuel cost through April is \$4.19 per gallon, exceeding the budgeted rate of \$4.00 per gallon. He plans to return next month with a more detailed report on Kitsap Transit's fuel stabilization reserves, including balances for both bus and ferry operations. He emphasized that the agency consumes a significant amount of fuel annually across its fleet of buses and vessels, making close monitoring of these reserves essential.

1:14:38, Mayor Moriwaki requested an estimated report of how much fuel Kitsap Transit saves on using hybrids and electric vehicles.

1:14:52, Executive Director Clauson will have staff generate a report for the Board.

- a. Goals Update 2026

9. PUBLIC COMMENTS

None at this time.

10. FOR THE GOOD OF THE ORDER:

1:16:12, Commissioner Rolfes motioned, and Mayor Wheeler seconded the motion to cancel the August 4 Board meeting and the August 18 Work Study meeting.

Discussion:

None.

Motion passed unanimously.

1:17:26, Board members highlighted upcoming transportation events including the Liberty Bay Festival in Poulsbo and Mosquito Fleet Fest in Port Orchard.

1:19:01, Executive Director Clauson requested that the Chairperson determine an alternate to the Puget Sound Regional Council Transportation Policy Committee.

1:19:22, Commissioner Rolfes motioned, and Councilmember Robelowski seconded the nomination of Vice Chair Mayor Moriwaki as the alternate representative to the Puget Sound Regional Council’s Transportation Policy Committee.

Discussion:

None.

Motion passed unanimously.

11. ADJOURN: At 11:46 AM, Chairperson Walters adjourned the regular meeting.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 2nd day of June, 2026.

Attest:

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

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Jackie Bidon
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Jackie Bidon, Clerk of the Board