



## BOARD OF COMMISSIONERS WORK STUDY MEETING AGENDA

**Date:** June 17, 2025

**Time:** 8:30AM – 10:00AM

### 1. CALL TO ORDER

### 2. AGENDA REVIEW

### 3. CHAIRPERSON'S COMMENTS

### 4. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 25-45, Acknowledging Approval of Change Orders 2 & 3 on KT 25-957 1
- b. Resolution No. 25-46, Approve Reimbursement to WSF for Southworth Ferry Terminal 4
- c. Presentation/Progress Report - Clever Devices Project
- d. Presentation: Real - Time Information - Maps, Alerts and Texting

### 5. EXECUTIVE DIRECTOR ITEMS

### 6. PUBLIC COMMENTS

*Please state your name for the record. You will have 3 minutes to address the Board.*

Email received 7

### 7. FOR THE GOOD OF THE ORDER:

Transit Board members' comments

### 8. ADJOURN

Agendas and Board Packets are available online at [www.kitsaptransit.com](http://www.kitsaptransit.com) and available in large-print format upon request. If you will need accessibility accommodations for this public meeting, please contact the Clerk of the Board at (360) 478-6230 or via email at [JacquelynB@kitsaptransit.com](mailto:JacquelynB@kitsaptransit.com) by noon on the Wednesday before the meeting.



## Board of Commissioners Agenda Summary

Meeting Date: 06/17/2025

**AGENDA ITEM:** Resolution No. 25-45, Acknowledge Approval of C/O 2 & 3-KT25-957

**SUBMITTED BY:** Ray Scott

**TITLE:** Director

**DEPARTMENT:** Marine Services

**EXHIBITS/ATTACHMENTS:** Resolution No. 25-45

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### **BUDGETARY IMPACT** *(if applicable)*

**BUDGETED AMOUNT:** \$ 271,765.00

**EXPENDITURE REQUIRED:** \$ 324,990.00

**FUNDING SOURCE:** Operating

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**REVIEWED BY:** Executive Director

**REVIEWED DATE:** 06/10/2025

### **SUMMARY STATEMENT:**

The M/V Rich Passage 1 (RP1) is currently in dry dock under Contract KT 25-957. During inspection, additional repairs were identified as necessary.

In accordance with Kitsap Transit's procurement policy, the Executive Director is authorized to approve Change Orders for vessel repairs while in dry dock. Exercising this authority, with the concurrence of the Board Chair, the Executive Director approved KT 25-957 Change Orders 2 and 3, totaling forty thousand three hundred five dollars (\$40,305). This brings the contract total to three hundred twenty-four thousand nine hundred ninety dollars (\$324,990).

This additional expenditure is accounted for in the 2025 Operating Budget - Ferry Fund.

### **RECOMMENDED ACTION/MOTION:**

**MOTION:** Move to adopt Resolution No. 25-45, Recognizing the Executive Director's delegated authority, with the concurrence of the Board Chair, to approve KT 25-957 Change Orders 2 and 3, totaling forty thousand three hundred five dollars (\$40,305), and resets the Executive Director's ten (10) percent contract authority in accordance with Kitsap Transit's Procurement Policy.

## **RESOLUTION NO. 25-45**

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS RECOGNIZING THE EXECUTIVE DIRECTOR'S DELEGATED AUTHORITY, WITH CONCURRENCE OF THE BOARD CHAIR, TO APPROVE KT 25-957 CHANGE ORDERS 2 AND 3, TOTALING FORTY THOUSAND THREE HUNDRED FIVE DOLLARS (\$40,305)

**WHEREAS**, the M/V Rich Passage 1 (RP1) is currently in dry-dock for engine replacements and repairs under Contract KT 25-957; and

**WHEREAS**, upon inspection, Platypus Marine, Inc. identified additional parts requiring repair; and

**WHEREAS**, the additional repairs are detailed in KT 25-957 Change Orders two (2) and three (3) with a combined cost of forty thousand three hundred five dollars (\$40,305); and

**WHEREAS**, completing these repairs while the vessel remains in dry dock will reduce duplication of certain dry-dock and repair costs while minimizing the duration of RP1's service outage; and

**WHEREAS**, in the absence of this delegated authority, Kitsap Transit could incur additional expenses and operational disruptions to passenger ferry operations; and

**WHEREAS**, the Board acknowledges the urgency of executing KT 25-957 Change Orders two (2) and three (3), totaling forty thousand three hundred five dollars (\$40,305); and

**WHEREAS**, in accordance with Kitsap Transit's Board approved Procurement Policy, the Executive Director exercised delegated authority, with the concurrence of the Board Chair, to approve change orders for time-sensitive vessel repairs that would otherwise impact Marine Services operations or result in the duplicative repair costs if delayed for Board authorization; and

**WHEREAS**, this action also reauthorizes the Executive Director's ten (10) percent contract authority in accordance with Kitsap Transit's Procurement Policy.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Commissioners formally acknowledges the Executive Director's use of delegated authority, with the concurrence of the Board Chair, to approve KT 25-957 Change Orders two (2) and three (3), totaling forty thousand three hundred five dollars (\$40,305), increasing the contract total to three hundred twenty-four thousand nine hundred ninety dollars (\$324,990) and reauthorizes the Executive Director's contract authority in accordance with Kitsap Transit's Procurement Policy.

**ADOPTED** by the Kitsap Transit Board of Commissioners at a regular meeting held on the 17<sup>th</sup> day of June, 2025.

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Rob Putaansuu, Chairperson

ATTEST:

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Jackie Bidon, Clerk of the Board



## Board of Commissioners Agenda Summary

Meeting Date: 06/17/2025

**AGENDA ITEM:** Resolution No. 25-46, Reimbursement to WSF for Southworth

**SUBMITTED BY:** Steffani Lillie

**TITLE:** Director

**DEPARTMENT:** Service & Capital Development

**EXHIBITS/ATTACHMENTS:** Resolution No. 25-46

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### **BUDGETARY IMPACT** *(if applicable)*

**BUDGETED AMOUNT:** \$ 3,085,000.00

**EXPENDITURE REQUIRED:** \$ 3,085,000.00

**FUNDING SOURCE:** Capital

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**REVIEWED BY:** Executive Director

**REVIEWED DATE:** 06/09/2025

### **SUMMARY STATEMENT:**

This resolution authorizes staff to reimburse Washington State Ferries (WSF) for expenses related to improvements at the Southworth Ferry Terminal. The project has been awarded grant funding to support design, permitting, and pre-construction activities under the Southworth Ferry Terminal Program, utilizing up to two million two hundred fifty thousand dollars (\$2,250,000) in Federal Transit Administration (FTA) grant funds, along with eight hundred thirty-five thousand dollars (\$835,000) in Kitsap Transit matching funds.

### **RECOMMENDED ACTION/MOTION:**

MOTION: Move to adopt Resolution No. 25-46, authorizing staff to reimburse Washington State Ferries up to three million eighty-five thousand dollars (\$3,085,000) for the Southworth Ferry Terminal Program.

## RESOLUTION NO. 25-46

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS  
AUTHORIZING REIMBURSEMENT TO WASHINGTON STATE FERRIES UP TO  
THREE MILLION EIGHTY-FIVE THOUSAND DOLLARS (\$3,085,000) FOR THE  
SOUTHWORTH FERRY TERMINAL PROGRAM

**WHEREAS**, in 2020 Kitsap Transit (KT) was awarded two million two hundred fifty thousand dollars (\$2,250,000) in grant funds from the Federal Highway Administration (FHWA) through the Regional Surface Transportation Program (STP); and

**WHEREAS**, the grant requires eight hundred thirty-five thousand dollars (\$835,000) in Kitsap Transit matching funds; and

**WHEREAS**, Kitsap Transit has flexed the FHWA funds and associated match to the Federal Transit Administration (FTA) that was approved by the FTA for use on March 9, 2025; and

**WHEREAS**, Kitsap Transit will collaborate with Washington State Ferries (WSF) on the Southworth Ferry Terminal Program, which includes a new terminal building, modifications to the upper parking lot and holding lanes, Kitsap Transit bus drop-off and pick-up areas, trestle replacement, a Passenger-Only Ferry Tie-Up Slip, a maintenance facility, and terminal electrification; and

**WHEREAS**, Kitsap Transit will reimburse WSF for eligible design, permitting and pre-construction work associated with the Southworth Ferry Terminal Program using up to two million two hundred fifty thousand dollars (\$2,250,000) in FTA grant funds and eight hundred thirty-five thousand dollars (\$835,000) in Kitsap Transit matching funds; and

**WHEREAS**, Kitsap Transit reimbursement to WSF in excess of these amounts shall not be paid without prior written approval by Kitsap Transit.

**NOW THEREFORE, BE IT RESOLVED** the Board of Commissioners hereby authorizes staff to reimburse WSF up to three million eighty-five thousand dollars (\$3,085,000) for the Southworth Ferry Terminal Program.

**ADOPTED** by the Kitsap Transit Board of Commissioners at a regular meeting held on the 17<sup>th</sup> day of June, 2025.

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Rob Putaansuu, Chairperson

ATTEST:

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Jackie Bidon, Clerk of the Board

DRAFT

# **PUBLIC COMMENTS**

**Received by the Clerk of the Board**

**Presented at the Kitsap Transit Board of  
Commissioners Meeting June 17, 2025**



## Jackie Bidon

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**From:** Christine Rolfes <CRolfes@kitsap.gov>  
**Sent:** Tuesday, June 3, 2025 10:45 AM  
**To:** Jackie Bidon  
**Subject:** [EXTERNAL] FW: Fast ferry feedback

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

I feel like the email from Kelsey should be included as public comment in one of our packets, or be shared with Board members? Thoughts?

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**From:** Rebecca Pirtle <rpirtle@kitsap.gov>  
**Sent:** Wednesday, May 28, 2025 1:37 PM  
**To:** Kelsey Roberts <kelseyroberts@gmail.com>  
**Subject:** RE: Fast ferry feedback

Hello – Thank you for reaching out and sharing your thoughts. We do not have a Kitsap Fast Ferry rider committee. That ferry service is offered through Kitsap Transit, a separate organization. Our County Commissioners serve on the Kitsap Transit Board so I am blind copying them to share your note. Kitsap County does have four Ferry Advisory Committees made up of community members but they work under the umbrella of Washington State Ferries, which does not currently offer passenger-only ferry service to Kitsap.

Kitsap Transit has a community advisory committee. I don't have information on individual member contact information, but you could email Kitsap Transit and ask them to forward your note to the committee.

Here is a link:

[Community Advisory Committee | Kitsap Transit](#)

Kitsap Transit also has its second quarter community meetings coming up June 7, offered virtually at three different online times. If you can attend any of these, it would be an excellent opportunity for you to share your comments with Kitsap Transit Executive Director John Clauson. The meetings include time for Q&A. Here is a link with more information:

[Public Meetings | Kitsap Transit](#)

Thanks again for contacting us and taking the time to think through impacts and solutions that you want to share.

Warm regards,

Rebecca

**Rebecca Pirtle**  
Communications & Volunteer Services Coordinator  
Kitsap County Commissioners' Office

**From:** Kelsey Roberts <[kelseyroberts@gmail.com](mailto:kelseyroberts@gmail.com)>

**Sent:** Wednesday, May 28, 2025 6:10 AM

**To:** Rebecca Pirtle <[rpirtle@kitsap.gov](mailto:rpirtle@kitsap.gov)>

**Subject:** Fast ferry feedback

**[CAUTION:** This message originated outside of the Kitsap County mail system. **DO NOT CLICK on links or open attachments** unless you were expecting this email. If the email looks suspicious, contact the Helpdesk immediately at 360-337-5555, or email at [Helpdesk@kitsap.gov](mailto:Helpdesk@kitsap.gov)]

Hi Rebecca!

I was hoping you could pass this along to the Kitsap Fast Ferry rider committee.

I am writing to provide some feedback on the recent increase in fare. I wonder if there is a better solution to increase revenue for KFF. With the state of our current economy, average Americans are really starting to feel the burden of increased prices, high interest rates, and the weight of an unpredictable economy. Here in Southworth, we've already just been hit with a \$2 increase on parking for the day. To then add another dollar to the KFF fare makes commuting into Seattle cost most people \$20 a day. Not including the gas they might pay for going to and from the ferry parking lot or transportation in the Seattle.

Is there a way of increasing revenue without customers taking the financial hit? Can we add routes on Sundays for Mariners games? More sailings mid-day? I know I myself have chose to drive to Seattle and not ride the fast ferry due to the schedule not being conducive to my needs.

I know adding sailings creates more logistical problems than adding \$1 to the fare. And I don't know all the pieces of this puzzle. But I do feel that in this economy, most businesses cannot afford to lose their current customers. And adding customers would help increase revenue while also building a positive relationship with customers.

Just some thoughts.

Best wishes,  
Kelsey Roberts