

## **KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF November 05, 2024**

### **Board of Commissioners Present:**

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

Erickson, Becky, Mayor, City of Poulsbo

Garrido, Charlotte, Kitsap County Commissioner

Mockler, Anna, Councilmember, City of Bremerton

Moriwaki, Clarence, Councilmember, City of Bainbridge Island

Putansuu, Robert, Mayor, City of Port Orchard, **Vice Chair**

Rolfes, Christine, Kitsap County Commissioner

Stern, Ed, Councilmember, City of Poulsbo

Walters, Katie, Kitsap County Commissioner

Wheeler, Greg, Mayor, City of Bremerton, **Chair**

### **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; Cyndi Griffey, Worker/Driver Manager; Dennis Griffey, Vehicle and Facilities Maintenance Director; Kathryn Jordan, Routed Manager; Mary Pauly, Human Resources Director; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Raymond Scott, Marine Services Director; Jeff Vinecourt, ACCESS Manager

**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/DHYftcDj4gVomzt3X5Nxq6PyQTg\\_J9XhNIRXA83dpyjUlo\\_dSt2NoqHL95gbCORD\\_TdXObY97hnxCEc4t](https://kitsaptransit.zoom.us/rec/share/DHYftcDj4gVomzt3X5Nxq6PyQTg_J9XhNIRXA83dpyjUlo_dSt2NoqHL95gbCORD_TdXObY97hnxCEc4t) **Passcode:** w#g40fyD

**1. CALL TO ORDER:** Chairperson Wheeler called the meeting of the Kitsap Transit Board of Commissioners to order at 8:31 AM.

### **2. AGENDA REVIEW**

*00:02:41*, **Councilmember Stern moved and Councilmember Moriwaki seconded the motion to approve the agenda.**

**Motion passed unanimously.**

### **CHAIRPERSON'S COMMENTS**

Mayor Wheeler stated that today is election day. He is grateful that they still have an opportunity to vote and to educate and encourage people to exercise their right.

### **3. COMMUNITY ADVISORY COMMITTEE REPORT**

*00:03:34*, Executive Director Clauson shared that the Community Advisory Committee (CAC) reviewed the Kitsap Transit Board of Commissioners meeting agenda for November 5, 2024. There were no comments or items to be considered. A detailed presentation of the proposed 2025 Kitsap Transit budget was reviewed in the meeting. CAC members asked questions and discussed the proposed budget.

### **4. CONSENT / ACTION ITEMS:**

- a. Warrants for August 2024,
  - o Warrant numbers transit fund 169808 to 170220 of \$4,077,525
  - o Warrant numbers ferry fund 608108 to 608225 of \$1,979,848
  - o Payroll Account disbursements of \$2,806,081
  - o ACH clearing account payments of \$101,255
  - o Travel Account Disbursements of \$6,190
  - o Purchasing Card Disbursements of \$51,167
  
- b. Warrants for September 2024
  - o Warrant numbers transit fund 170221 to 170523 of \$10,237,917
  - o Warrant numbers ferry fund 608226 to 608334 of \$2,304,902
  - o Payroll Account disbursements of \$3,356,908
  - o ACH clearing account payments of \$5,658
  - o Travel Account Disbursements of \$8,403
  - o Purchasing Card Disbursements of \$82,619
  
- c. Minutes of April 16, 2024
- d. Minutes of September 3, 2024

*00:04:28*, **Mayor Erickson moved and Commissioner Garrido seconded the motion to approve the Consent Agenda.**

**Motion passed unanimously.**

### **5. FULL DISCUSSION / ACTION ITEMS**

- a. Resolution No. 24-67, Approve Bremerton Police Off Duty Services

*00:04:54*, Executive Director Clauson stated that this resolution is authorizing Kitsap Transit to enter into a one-year agreement with the City of Bremerton's Police Department for after hour law enforcement services. The rate for services is identified at \$102.17 an hour with a total

estimated expenditure of one hundred thirty-two thousand eight hundred fourteen dollars (\$132,814). The service is utilized at the Bremerton Transportation Center in the afternoon peak hours. The officer provides additional security in the area and helps to regulate the departure of buses during the peak period on the transit deck.

00:06:05, The Board discussed the benefits of this service, including traffic control, security, and the potential for future services.

00:08:12, **Mayor Putaansuu moved and Commissioner Walters seconded the motion to adopt Resolution No. 24-67, authorizing staff to renew the special services agreement with the City of Bremerton Police Department for a period of one (1) year for after-hours police services at the Bremerton Transportation Center and for other services requested. The one (1) year contract rate is \$102.17 an hour for 1,300 (one thousand three hundred) police service hours in 2025.**

**Motion passed unanimously.**

b. Resolution No. 24-68, Award Sole Source Contract to Foil Ferry, LLC

00:11:34, Executive Director Clauson shared with the Board that this resolution is to award a sole source contract to Foil Ferry, LLC, for the design of a battery-electric high-speed ferry for the Bremerton to Seattle route and the shoreside infrastructure. The design focus will be on low wake and marine life concerns. A grant from the Federal Transit Administration (FTA) was received to work with a Puget Sound group to research the feasibility to develop a battery-electric high-speed ferry. The group of Naval architects, composite and foil design experts determined the ferry concept is feasible. In September, 2024, Kitsap Transit received a grant from the State of Washington Department of Commerce to move on to the next phase, which involves designing a prototype, smaller than a full-size vessel, to test various concepts. The project would be 100% grant funded with a local match of three hundred thousand dollars (\$300,000).

00:15:10, **Councilmember Moriwaki moved and Commissioner Garrido seconded the motion to adopt Resolution No. 24-68, authorizing staff to award a sole source contract to Foil Ferry, LLC, for the Kitsap Transit Electric Fast Foil Ferry Demonstrator and Shoreside in the amount of one million five hundred thousand dollars (\$1,500,000).**

00:15:40, Board discussion included research and development responsibility, impact on marine life, funding, and vessel capacity.

**Motion passed.** Vote tally: Erickson – no, Garrido – yes, Mockler- yes, Putaansuu – yes, Rolfes – yes, Moriwaki – yes, Stern – yes, Walters – yes, Wheeler – yes.

c. Resolution No. 24-69, Approve Purchase of Servers for South Base

00:43:55, Executive Director Clauson stated that this resolution is requesting permission to acquire

new servers for the South Base facility, enhancing redundancy and disaster relief.

**00:44:48, Mayor Putaansuu moved and Commissioner Garrido seconded the motion to adopt Resolution No. 24-69, authorizing staff to purchase three HP Simplivity servers off Washington State Contract #05819 for the South Base Data Center in the amount of one hundred ninety-six thousand four hundred eighty-seven dollars (\$196,487).**

*00:45:15*, Councilmember Mockler spoke to correcting the typo from Resolution No. 23-69 to Resolution No. 24-69.

**Discussion:** None.

**Motion passed unanimously.**

d. Resolution No. 24-70, Award ICF - FTA Environmental Review Consultant

*00:46:07*, Executive Director Clauson provided the Board with historical information from January 2024, when the Board authorized Kitsap Transit to solicit qualifications for a consultant that would work with the Federal Transit Administration (FTA) to process applications and projects in a streamlined manner.

**00:50:01, Commissioner Mockler moved and Commissioner Garrido seconded the motion to adopt Resolution No. 24-70, authorizing staff to award a contract to ICF Jones & Stoke, Inc. for the Federal Transit Administration Review Consultant in the amount of two hundred twenty-five thousand dollars (\$225,000).**

**Discussion:** None.

**Motion passed unanimously.**

## **6. EXECUTIVE DIRECTOR ITEMS**

*00:52:37*, Executive Director Clauson briefed the Board on the following items.

- Potential Super Tuesday meeting schedule suggestion to move Kitsap Transit Board of Commissioners meeting from the 8:30 AM – 10:00 AM time slot to the 10:30 AM – 12:00 PM time slot, for ease of scheduling Commissioners. The bylaws are specific and would require a resolution to update the meeting time.

The Board agreed to changing the meeting time to 10:00 AM – 12:00 PM, effective January 2025.

- Cancel December 17, 2024, Board meeting, with the Board's consent.

The Board agreed to cancel the December 17, 2024, Board meeting.

- Board meeting minutes format change from detailed minutes format to action-oriented meeting minutes while still capturing the essence of the discussion.

The Board agreed to changing the meeting minutes to action-oriented minutes.

## **7. STAFF RECOGNITION / PROGRESS REPORTS**

- a. Recognizing Drivers of the Month for August and September 2024 (8:45am)

*00:36:08*, Kathryn Jordan, Routed Manager recognized the following Routed Drivers of the Month: Jeff Cushnyr for September 2024 and Eric Foster for August 2024.

*00:40:28*, Cyndi Griffey, Worker/Driver Manager, recognized the following Worker/Drivers of the Month: Patrick Rendt for August 2024 and Todd Lachelt for September 2024.

*00:42:32*, Jeff Vinecourt, ACCESS Manager, recognized the following ACCESS Drivers of the Month: Griffon Kaye for August 2024 and Sara Brees for September 2024.

- b. November 2024 Report from KT Lobbyist

*01:08:11*, No information to report. The Legislative Liaison will attend the November 19, 2024, meeting to discuss post-election issues and Kitsap Transit's legislative agenda.

- c. Draft Financial Reports through September 2024
- d. Capital Work in Progress September 2024
- e. Fuel Costs Report through the end of October 2024

## **8. PUBLIC COMMENTS**

*0:1:09:49*, Glen Adrig, Bremerton, re: Kitsap Transit Training Facility Siting. See attached statement by Mr. Adrig.

*01:16:02*, Kim Raney, Bremerton, Kitsap Transit Training Facility Siting. See attached statement by Mrs. Raney.

*0:1:17:39*, Mayor Wheeler requested that Kitsap Transit to provide context on the siting study. Staff agreed to provide the meeting date when alternative sites for the training facility location were presented to the Board.

## **9. FOR THE GOOD OF THE ORDER:**

*01:21:37*, Councilmember Mockler stated that the determination of where new bus routes serve a community is to be within three quarters of a mile from the point of origin or destination and would like that distance reduced.

Executive Director Clauson explained that the three-quarter mile stipulation is specific under the ADA Law, is a federal standard and Kitsap Transit is obligated to provide service within that area.

01:26:43, Mayor Erickson expressed concern over the hydro-foil vessel, specifically regarding the sonar technology and marine life.

01:31:30, Councilmember Stern shared his experiences from the due diligence trip to the Gillig facility in Livermore, California.

**10. ADJOURN:** At 10:05 AM, Chairperson Wheeler adjourned the regular meeting.

**ADOPTED** by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 3rd day of December, 2024.

Attest:

DocuSigned by:  
*Jackie Bidon*  
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Jackie Bidon, Clerk of the Board

Signed by:  
*Greg Wheeler*  
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Greg Wheeler, Chairperson



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**[Draft] Kitsap Transit Site Training Facility**

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From

Draft saved Thu 10/31/2024 8:13 AM

To kwalters@kitsap.gov <kwalters@kitsap.gov>

Dear Ms. Walters,

My name is Kim Raney and I live at [REDACTED] Clearview Lane. We were recently made aware of Kitsap Transits plans to build a training site in Kitsap County. We attended the zoom meeting with the transit team earlier this month and after sharing our concerns it was suggested I contact you as you sit on the KT Board. So I am reaching out to you today to share our concerns about the site identified on Pine Road, specifically the Bremerton Elks Club.

Our concerns are as follows:

1. Pine Road is a two lane road that doesn't have side walks, or bike lanes. The property is adjacent to residential subdivisions who rely on Pine road to access Sylvan and Riddell roads. We have already experienced new housing growth in our area which has increased traffic and pedestrian foot traffic. To put in a facility that will increase bus traffic as well as employees and trainees coming to the facility has potential for safety issues.
2. Clearview Lane is adjacent to the Elks Club. We are concerned about noise, light pollution, water run off with the potential of contamination of our well and potentially increased maintenance costs of septic systems for the houses on this road.
3. There is currently a road maintenance agreement that is a part of our deed documents that states that the Elks Club has 40% responsibility for road maintenance. The road maintenance would need to be a part of any property sale negotiations. This includes 5 residences on Clearview Lane. For 3 of those properties there is also a road improvement agreement.
4. The Elks Club property includes 3 additional lots adjacent to Clearview Lane to the south. This is approximately 5 acres of steep ravine which is currently not developed nor included in your documents.
5. The current map provided by KT also shows a portion of the Catholic Church property to be taken for this project requiring further negotiation with them.

In summary, we believe that putting this training and maintenance facility in a busy residential area is not ideal. The impact on this community needs to be fully considered as well as the needs of the residents here.

Thank you for considering our concerns,

Kim Raney  
[REDACTED]



Let me first state that I am a lifetime member of the Elk's lodge with over 30 years of membership, and my property shares mutual borders with the Elk's property along both my eastern (the Elk's western) and my southern (Elk's northwest) on our mutual property lines.

There are a number of additional factors that may impact or preclude use of Site A, and your consultant did not do nearly an adequate job of vetting this property for the following reasons:

1. Cost to purchase and demolish structures on the property of an active fraternal organization is extremely high, since you would have to tear down and rebuild facilities such as a large lodge building, a gazebo used in celebrations of events such as weddings or memorial or even veteran services. The gazebo and property just west of the lodge building comes with a spectacular view of the Olympic Mountains, which is irreplaceable for such events. You would also have to build a picnic shelter and an RV park which is currently located on the eastern portion of the potential Site A property.
2. What is NOT addressed in the consultant's study is the fact that that Site A would have to include an additional purchase of 3 lots totaling 5 acres, which are directly west of the lodge and owned by the Elk's as view property. This property comes with legal issues that will need to be addressed with the Clearview Lane property owners.
3. The Site A plat shown in the study also impacts Holy Trinity Catholic Church, so further negotiation of property purchase would seem to be required. An additional factor would be the interruption of weekday church services and activities.
4. The northwest end of Site A includes a steep canyon, which would limit use to a portion of the property. This area of the property is currently just an open field area used for things such as community Easter Egg hunts and picnic play areas for lodge and community members use. What is NOT addressed by the consultant's study is the fact that the aforementioned property area canyon feeds groundwaters directly down to a protected wetland area that is located north and west of the property. With your potential use as an asphalt paved driver training facility, the existing property area to be used has the potential to feed vehicle oils and lubricants down to the wetland area. So, at least in my mind, there would have to be an environmental impact study taken to ensure that the wetland area remains protected. As a side note, we have some abundant wildlife on the Clearview Lane and Elk properties and in the seasonal wetland area, which includes, owls, deer, coyotes, mountain beaver, racoons, a mother bear and her two cubs, and dozens of mallard ducks when the seasonal wetland pond fills in the rainy season months. In other words, we on the Clearview Lane properties directly west of the Elk's property, live among the wildlife which we cherish.
5. There is a private water well located near the western end of the canyon, and commercial development of Site A property could potentially impact its use from pollutants.



6. There is also a potential impact of depositing pollutants into the drain fields of the properties of the residents on Clearview Lane, which are located directly to the west of the property. My septic drain field is located within mere feet of the western edge of the existing Elk's open field property and damage to my drain field would incur costs to me in the tens of thousands of dollars to either repair or relocate it.

7. There are legal road maintenance and view easement agreements with the residents of the Clearview Lane properties that border the unaddressed 5-acre parcel. Forty (40) per cent of the road maintenance and upkeep costs of Clearview Lane are legally assigned to the Elks with the remaining 60 per cent being distributed among the property owners, so negotiation with us would be a legal requirement in order to clear the property title.

8. During construction of my home in the early nineties, and as a member of Lodge, it was determined that both cable and internet services, which terminate on the southwest corner of my home structure, could be used to provide the same services to the Elk's lodge building, so we came to an agreement with TCI (which was the original cable service provider at that time) to run cable services to the Elks as a community service project. This saved the lodge thousands of dollars because the only real access to these services would incur costs to hookup the lodge on the east side of Pine Road. This was a courtesy agreement with my Elks Lodge.

9. I also have a legal utility easement across the Elk's property for supplying natural gas to my property. This was just another item that the consultant did not address. Natural gas to my home supplies the fuel to power my heat, laundry, cooking, BBQ and fireplace. This legal easement runs from the southern edge of the Elk's property to my property by running along the western portion of the property just outside of the lodge building.

10. The site consultant that you hired also fails to identify the actual owner of the lodge building, which will be addressed by a representative of the Elks.

In summary, you have a lot of work yet to do and significantly more costs to incur if you choose to keep Site A in the options for a training site. A visit to the Brees properties shows that they are both wooded areas located in a close by industrial area that is near your old driver training area of the Bremerton National Airport. It also provides ready access to Highway 3 by using the two roundabouts that are also used by the Amazon distribution facility at the edge of Bremerton Airport. Either of these properties would come with significantly reduced costs to Kitsap Transit and would keep your potential facility in an industrial area rather than trying to locate such a facility in community neighborhoods.

Glen and Sharie Adrig

██████████ Clearview Lane, Bremerton



11/5/24

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