

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF January 21, 2025

Board of Commissioners Present:

Driskell, Robert, Teamsters Local No. 589, *non-voting member*
Erickson, Becky, Mayor, City of Poulsbo – *Attended Remotely*
Mockler, Anna, Councilmember, City of Bremerton - *Attended Remotely*
Moriwaki, Clarence, Councilmember, City of Bainbridge Island
Putansuu, Robert, Mayor, City of Port Orchard, **Chair**
Rolfes, Christine, Kitsap County Commissioner
Root, Oran, Kitsap County Commissioner
Rosapepe, Jay, Councilmember, City of Port Orchard - *Absent*
Walters, Katie, Kitsap County Commissioner, **Vice Chair**-*Attended Remotely 9:07 AM, Present 9:28 AM*
Wheeler, Greg, Mayor, City of Bremerton, *Attended Remotely*

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; Mary Pauly, Human Resources Director; Charlotte Sampson, Executive Assistant/Deputy Clerk of the Board; Raymond Scott, Marine Services Director; Paul Shinnors, 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/qb09FB0EsHxbDJB3Rs4cQ0Gs4WHuCINH6-2HRbLn0YcVvYesSIM7XxouSLHb8Ez.5YAYOcKNXbRsizdg?startTime=1737477088000>

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

2. AGENDA REVIEW

Upon review by the Board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

No Chair comments.

4. FULL DISCUSSION / ACTION ITEMS

a. Presentation – Kitsap Transit Training Facility Siting Study - Perteet

00:01:37, Executive Director Clauson shared that Kitsap Transit has been working on this project for a year and has a presentation for a preferred location.

00:02:02, Perteet consultant, Peter Battuello, outlined the objectives of the Training Facility Siting Study presentation: present the preferred location, identify next steps for Training Facility design, and permitting. The study initially identified 43 potential locations. Utilizing functional screening, comparative analysis, public outreach, public comment, and Board direction, the study has identified a preferred location in Kitsap County. Location 28, Puget Sound Industrial Center, owned by Alpine Evergreen and east of the Bremerton Airport, has been chosen as the preferred location. This location is immediately adjacent to the Amazon Distribution Center and in an industrial zone. Location 29 has been chosen as a contingency site and is within the Puget Sound Industrial Center, directly across Bree Drive. After the Board approves the location, Perteet will proceed with preliminary design to a 15% design level. This will provide enough detail to start the SEPA process and permitting with FTA and the City of Bremerton.

Discussion:

Board question and answer discussion followed the presentation.

- Where is the access for Location 28?
Answer: Brees Drive; improvements will need to be done on this road.
- How is storm water being addressed?
Answer: This will be evaluated during the design process. Depending on the findings, it could be a septic system or vault control, but we won't know until more is learned from NEPA, SEPA, and the FTA.
- Did Kitsap Transit notify the property owners in the area of the non-preferred locations and individuals that provided public comments?
Answer: The Board would need to select the preferred location before that is done. Notices will be sent to the property owners and to the submitted public commenters after the Board votes on the site location.
- Are routed services in the area to bring drivers to the preferred location?
Answer: Routed service would connect to the SK Ride, bringing the drivers to the preferred location.
- How will the treatment of wastewater be handled, lagoon or septic field?
Answer: Treatment of wastewater would be addressed in the design phase. There are no water treatment services in the immediate area; a study of efficient and cost effect solutions would take place.

Mayor Erickson thanked Kitsap Transit and the consultants for locating a preferred location that

would not impact residential neighborhoods.

0:20:34, Director Steffani Lillie spoke to the SEPA, FTA, design, septic, *unintelligible*, *microphone cut out*.

- b. Resolution No. 25-12, Approve Training Facility Site

0:21:00, **Commissioner Root moved and Commissioner Rolfes seconded the motion to adopt Resolution No. 25-12, selection of Option 28, the Alpine Evergreen Company Inc. property, as the locally preferred alternative for the training facility as recommended in the Kitsap Transit Training Facility Siting Study and authorizes property negotiations once environmental phase has been completed.**

Motion passed unanimously.

- c. Resolution No. 25-13, Award KT 24-945, Swing Lady Swift Engines

0:23:02, Executive Director Clauson stated that Kitsap Transit went out to bid to swing, remove, overhaul, and install engines on the Lady Swift. After evaluating the bids, Platypus Marine is the lowest bidder, passing the responsive and responsibility checks. Platypus Marine is located in Port Angeles and is a new vendor to Kitsap Transit.

0:24:28, **Commissioner Rolfes moved and Councilmember Moriwaki seconded the motion to adopt Resolution No. 25-13, authorizing staff to award KT 24-945, M/V Lady Swift Engine Swing to Platypus Marine in the amount of one hundred ninety-eight thousand five hundred dollars (\$198,500).**

Discussion:

0:24:50, Councilmember Mockler referenced the resolution language, indicating that it states "pending responsiveness and responsibility checks", whereas the January 16, 2025, memo states the items have already been completed. Councilmember Mockler requested the language in the resolution be amended to reflect that Platypus is the lowest bidder and is responsive and responsible.

Executive Director Clauson shared that the resolution is stating the process Kitsap Transit goes through to award. He stated that when the bids are received, due diligence is done to compare prices and to verify the lowest bidder is responsive and responsible. The resolution language is to acknowledge that the steps of the process have been completed and make a recommendation to award.

Motion passed unanimously.

d. Presentation - State of Transit

0:27:29, Executive Director Clauson shared that the State of Transit presentation is additional information that goes beyond the normal workload of keeping the lights on and the buses and ferries moving back and forth.

Kitsap Transit, State of Transit highlighted the following topics:

- **Maintenance:** staff, responsibilities, work performed, training, and community involvement, including involvement with local school district and community college. Summary presented by Vehicle and Facility Maintenance Director, Dennis Griffey.
- **Human Resources:** staffing, training, labor agreements. Summary presented by Human Resources Director, Mary Pauly.

0:42:43, Councilmember Mockler asked what the percentage of operators that did not complete training objected to the schedule.

Director Pauly stated that she did not have the data with her but that she would forward it to the Board.

Commissioner Rolfes asked what the starting wages are for a driver.

Commissioner Root asked if the starting wages are for a new driver and if a driver transfers in from another agency, are they the same starting wages as a new driver.

Director Pauly stated that the starting wages for a driver are approximately \$25 an hour, they are hourly, and that the hiring bonus is still active at this time. She shared that due to the Labor agreements, driver starting wages are the same for new or transferring drivers and that there are 7 incremental steps that the drivers can advance through.

Executive Director Clauson shared that the driver could advance through the steps quickly. Should a driver come to Kitsap Transit with a current CDL, the driver advances through the steps quicker.

- **Marine Services:** local ferries, vessel specific routes, vessel updates. Summary presented by Marine Services Director, Ray Scott.

0:57:35, Commissioner Rolfes stated that, in 2024, the Board approved a pre-emptive order for parts so that Kitsap Transit would not run into ferries being sidelined. Commissioner Rolfes asked if there is data showing the number of passengers coming in this direction and what they are coming this way for.

Director Scott shared that the resolution was specifically for the Finest. Data for passengers coming to Bremerton is listed on the Kitsap Transit website.

- **Service & Capital Development:** transit bases, transit facilities, park & rides, inductive charging, ferries, ferry terminals (including Seattle POF terminal), Clever Devices. Summary presented by Service & Capital Development Director, Steffani Lillie. Due to time constraints the following were not presented: security upgrades, ORCA.

1:17:45, Mayor Putaansuu stated that there are critical areas to the west of the South Base facility and asked if there are opportunities to the south for purchase to expand Kitsap Transit's footprint.

Director Lillie shared that there are opportunities to purchase property to the south as well as across the street.

1:30:36, In the essence of time, Executive Director Clauson briefed the Board on the remaining items:

- **Finance:** new payroll computer system, updated procurement policy.
- **Marketing:** new rider alert system, new bus stop texting system.
- **Operations:** Sunday service scheduled for Bainbridge Island on March 15, 2025, and Charleston Base.

Discussion:

1:33:40, Commissioner Root asked about the security slides in the presentation.

Executive Director Clauson shared that Kitsap Transit is working on increasing security cameras at the Bremerton Transportation Center and safety enclosures for drivers.

1:34:30, Mayor Erickson shared that the Bangor area is expanding rapidly and traffic is backed up to Silverdale. She asked that Kitsap Transit work with Marketing to raise awareness of the Worker/Driver program for the area.

Executive Director Clauson stated that there are two routes in the Bangor area, but the challenge is that there is so much parking, no one is willing to participate in the Worker/Driver program or Vanpool.

5. EXECUTIVE DIRECTOR ITEMS

None at this time.

6. PUBLIC COMMENTS

1:35:45, John Eckert shared his comments on the Union contract, Washington Personal Sick Leave, and Kitsap Transit general leave. Mr. Eckert provided a handout for the Board, attached to the Board Minutes.

7. FOR THE GOOD OF THE ORDER:

None at this time.

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

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 4th day of March, 2025.

Attest:

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Jackie Bidon
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Jackie Bidon, Clerk of the Board

Signed by:
Rob Putaansuu
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Rob Putaansuu, Chairperson