

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING MINUTES OF June 4, 2024

Board of Commissioners Present:

Driskell, Robert, Teamsters Local No. 589, *non-voting member*
Erickson, Becky, Mayor, City of Poulsbo
Garrido, Charlotte, Kitsap County Commissioner
Mockler, Anna, Councilmember, City of Bremerton
Putansuu, Robert, Mayor, City of Port Orchard – **Vice Chair** - *Virtual*
Rolfes, Christine, Kitsap County Commissioner
Moriwaki, Clarence, Councilmember, City of Bainbridge Island
Stern, Ed, Councilmember, City of Poulsbo
Walters, Katie, Kitsap County Commissioner - *Absent*
Wheeler, Greg, Mayor, City of Bremerton, **Chair**

Staff Present:

Sanjay Bhatt, Marketing & Public Information Director; Jackie Bidon, Clerk of the Board/Public Records Officer; John Clauson, Executive Director; Cyndi Griffey, Worker/Driver Manager; Dennis Griffey, Vehicle and Facilities Maintenance Director; Kathryn Jordan, Routed Manager, 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 Shinnars, Finance Director; Jeff Vinecourt, ACCESS Manager

Also Present: David Weibel, Legal Counsel

1. CALL TO ORDER: Chairperson Wheeler called the meeting of the Kitsap Transit Board of Commissioners to order at 8:30 AM.

2. AGENDA REVIEW

Upon review by the Board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

Mayor Wheeler welcomed everyone to the City of Bremerton and to the Board meeting.

4. COMMUNITY ADVISORY COMMITTEE REPORT

Executive Director Clauson shared that the Community Advisory Committee (CAC) had their meeting on May 30, 2024. He stated that they are in the process of rebuilding the committee membership and had five new members in attendance. He shared that the CAC reviewed the Board agenda and that a representative from Kingston had asked the status of the park and ride at 104 and Bond Road. Clauson shared the Board's actions on that topic from the last Study Session.

Commissioner Rolfes requested that Executive Director Clauson send an email to the Kingston Community Advisory Committee (KCAC) with a summary of what took place at the Board meeting.

Executive Director Clauson stated that he would do that.

5. CONSENT / ACTION ITEMS

- a. Warrants for April 2024
- b. Minutes of February 20, 2024, Board Meeting
- c. Minutes of May 7, 2024, Board Meeting
- d. Resolution No. 24-33, Reappointment of CAC Member

Commissioner Garrido moved and Mayor Erickson seconded the motion to approve the Consent Agenda.

Discussion:

Councilmember Stern called attention to references in the February 20, 2024, minutes and May 7, 2024, minutes on public transportation and law and justice. He shared that routes 331, 301 and 332 are all the life link to the North County for reaching the District Court. This has come up repeatedly in Board minutes that court proceedings, unable to be done by Zoom or remote means, are an equity issue for law and justice. He added that it is a four hour round trip and hopes to continue to work this out cooperatively with the District Court, court administrators, and county Commissioners in the months and years ahead.

Mayor Erickson stated that she is not blaming transit but that this is an access to justice issue, when it takes people four hours to get to a place where court services are. She added that there needs to be better court services in the North End.

Councilmember Moriwaki added that it is an additional half hour to hour for residents of Bainbridge Island.

Motion passed unanimously.

6. FULL DISCUSSION / ACTION ITEMS

- a. Resolution No. 24-34, Award Contract MV Enetai Maintenance and Repairs

Executive Director Clauson stated that this resolution is to give Kitsap Transit authority to award a contract to a company that could drydock the larger vessels for maintenance and repairs. He shared that the project would allow Kitsap Transit to take the MV Enetai into drydock to complete the required Coast Guard out-of-water inspection, make repairs to the vessel, and complete the maintenance work.

Commissioner Garrido moved and Commissioner Rolfes seconded the motion to adopt Resolution No. 24-34, authorizing staff to award contract KT 24-899 MV Enetai USCG

Inspection, maintenance, and repairs to Stabbert Marine & Industrial, LLC in the amount of four hundred thirty thousand dollars (\$430,000).

Discussion:

None.

Motion passed unanimously.

- b. Resolution No. 24-35, Authorize Shoreside Electrical Design RFQ

Executive Director Clauson shared that this resolution is to grant Kitsap Transit permission to issue a Request for Qualifications (RFQ) for a consultant that will help design and identify the work necessary to increase the electricity available at the Bremerton Ferry Terminal and Port Orchard Ferry Terminal. He stated that there have been issues with getting power to these locations: switch gear, back orders and other things that make electrification of the docks challenging. He shared that they have been communicating with Washington State Ferries regarding electrification of the Bremerton facility, making sure they are working together and doing whatever is necessary to support both their needs, today and in the future. Clauson added that Kitsap Transit is communicating with Port Orchard and working with the Bremerton Port in replacing the breakwater, which will provide charging facilities for vessels.

Mayor Putaansuu moved and Mayor Erickson seconded the motion to adopt Resolution No. 24-35, authorizing staff to issue a Request for Qualifications (RFQ) to advertise and seek proposals for the Shoreside Electrical Infrastructure Design.

Discussion:

Councilmember Mockler stated that she wants to be sure that Kitsap Transit has included, in the RFQ, consideration of freestanding independent solar power and looking to the grid.

Executive Director Clauson shared that this RFQ is about getting power from the grid to the facilities; it does not go beyond looking at other alternatives. He stated that Kitsap Transit is exploring grant opportunities for funding that would help them get better educated, look at alternatives, and opportunities for solar panels usage. He added that is a separate issue from the RFQ.

Councilmember Mockler asked if there is a way to integrate it?

Executive Director Clauson stated that there is always a way to integrate it; the challenge would be the delay. He shared that the estimate for getting power to the site is two to three years away. Adding another layer of complexity - figuring out how many solar panels, the cost, where they could be placed, etc. - will delay their ability to get down there.

Mayor Putaansuu shared that he appreciates the spirit of this but, on the Port Orchard side, he is not able to understand how it would be feasible down on the waterfront. He stated that he can see opportunities at park and ride lots and on buildings but not at this site.

Mayor Wheeler stated that he would characterize this as energy resiliency with different ways to approach it. He suggested that this could be a discussion item for the Board in the future. He shared that the site project has grid resiliency and project-specific resiliency but they are separate from this action item.

Executive Director Clauson shared that, as part of this project, Kitsap Transit is exploring the availability of how to bring power to these locations. We are looking into a battery bank system that would minimize the impact on the grid. That there would be a consistent rate of use to charge the batteries and the boats would pull from the batteries, minimizing the impact on the grid. He added that we recently received potential funding information that may help with utilizing solar panels for recharging electric vehicles.

Commissioner Rolfes asked if the motion could be amended to reflect that the RFQ will include electrical grid resiliency and the possibility of renewable energy sources in the future. She stated that looking at a cleaner source or for resiliency would ensure there is power if the electrical system goes down.

Executive Director Clauson stated that the more items added to the scope the more time it will take the consultant to complete. He shared that Kitsap Transit has been focused on what needs to get done to get electric boats in operation.

Commissioner Rolfes asked if battery storage would be included in the contract.

Executive Director Clauson stated yes.

Mayor Wheeler asked if there is a policy in place that helps guide these projects, especially the electric-based ones that automatically look to bring resiliency and renewable resources. He shared that, if there is such a policy, the Board would not get into the project specifics, but the policy would be overarching and address the topic in the proposal on every project.

Executive Director Clauson stated that there is not a Board-approved policy internally, but that Kitsap Transit does look at resiliency with each project and alternatives to lessen the impact on the grid.

Mayor Wheeler stated that this could be a discussion for a future study session.

Councilmember Moriwaki shared that this topic may not be project-specific but be a system-wide study of where this might be effective. He stated that instead of focusing on one place, look at the existing facilities where solar panels might be viable. He shared that he would like to continue this conversation as system-wide and at a policy level.

Commissioner Rolfes stated that there should be language in the contract to make sure the design includes a different power source in the future. She shared that it would not add too much to the cost because the designer would already know how to do that.

Executive Director Clauson stated that part of this effort is to help Kitsap Transit and the Board with knowledge of solar panel technology. He shared a conversation he had about solar panel technology, hydrogen electrolyzer, energy storage, and usage. He added that he welcomes a study session discussion with someone knowledgeable in this area to get a better understanding of alternative power solutions.

Mayor Erickson shared that Kitsap Transit is ahead on the alternative energy sources, using green fuel and electrification of buses. She stated that a work study session to discuss a policy towards alternative energy sources and looking for those opportunities would be welcomed. Mayor Erickson agreed that the consultant should be advised to look at what alternatives are available for this project.

Executive Director Clauson stated that the Board adopted, and Kitsap Transit has been following, the Environmental Management approach to everything they do. He shared that the ISO 14001 is a policy that guides Kitsap Transit toward looking at options to lessen the impact to the environment with waste, the grid and other areas.

Commissioner Rolfes shared that if the transportation system is entirely reliant on electricity and a catastrophic event lasting five days or more happens, everyone loses transportation. She stated that this is the time to put in place some type of future redundancy addressing this, and there needs to be a goal toward this.

Councilmember Mockler stated that this is a \$16 million project and including this in the RFQ is reasonable. She shared that she does not know anything about what modern solar panels can do and would welcome the discussion and a future policy.

Executive Director Clauson confirmed that it is a \$16 million project and is in the budget. He stated that the cost is not only for the RFQ but covers all the boat build and electrification.

Mayor Putaansuu stated that he welcomes this global conversation but does not support adding additional complexity to this item that appears to be time sensitive.

Mayor Wheeler addressed the Board, asking their willingness to set aside this specific topic, with the understanding that they can come back to all projects with a new policy. He shared that this is a bigger discussion of policy.

Councilmember Stern stated that if the global topic is dropped down to regional, he would support offsetting this. He shared that if the Energy Summit is held in 2024, it might be helpful to

look at formulating a public policy goal. Whether it is transit, cities, county, or other agencies, there would be a policy to point at and understand the context.

Mayor Wheeler stated that he can add this to his work assignments for the Energy Summit. He shared that, once the infrastructure is in place, it will open other opportunities, not only for Kitsap Transit but for other operations.

Motion passed unanimously.

c. Resolution No. 24-36, Authorize Charleston Base Crash Deterrent RFQ

Executive Director Clauson shared that this is not a budgeted item but one that needs to be addressed. He shared a slide show of vehicles that have breached the safety barricade at Charleston Base, demonstrating the need to provide a higher level of security for staff and the facility. Clauson stated that the challenge is figuring out how to better protect employees, facilities, and the public. He shared that the City of Bremerton is involved as well, as their light standards have been damaged and removed because of the vehicles. He stated that this proposal is to find a consultant that knows traffic, safety, regulations, and options for better protection of the employees, facilities, and public. Clauson added that Kitsap Transit would coordinate with the State, county, and the city to make sure all adjustments and improvements are within compliance.

Mayor Erickson asked what the speed limit on that road is.

Executive Director Clauson stated that the speed limit is 30 miles per hour.

Mayor Erickson stated that the cars in the slide show were not going 30 miles an hour. She shared that Kitsap Transit needs to put up better barriers and encourage the City of Bremerton to look into speed cameras and issue tickets to slow the drivers down.

Mayor Wheeler stated that each one of the slides shown has had a thorough engineering analysis done and police report that would explain if it was a DUI, stolen vehicle, inattentive driving or bad driving behavior. He shared that the City of Bremerton will work with Transit to make the improvements.

Councilmember Mockler stated that they are talking about State Route 304 and wanted to verify if the City of Bremerton is able to place reduced speed limits or other traffic calming measures on that road.

Mayor Wheeler stated yes, for monitoring and maintenance. He shared that there are different ways to put traffic control measures in place; the city engineers and traffic engineers would be involved.

Commissioner Rolfes moved and Mayor Erickson seconded the motion to adopt Resolution No. 24-36, authorizing staff to issue a Request for Qualifications for a safety assessment and design of a crash deterrent system for Charleston Base.

Discussion:

Councilmember Moriwaki shared that this resolution and presentation is alarming. He questioned if a bus stop should be there if this area of the road is that dangerous. He added that we are looking at protecting the base and the employees, but we should also look at protecting the riders.

Executive Director Clauson agreed, sharing that they need to come up with something that protects pedestrians, employees, and the building.

Commissioner Rolfes stated that the design should also minimize fatalities in the case of an accident.

Executive Director Clauson shared that, in his opening remarks, he stated that Kitsap Transit will work with the City and the State for this. He stated that there are standards for State highways and city streets that Kitsap Transit intends to abide by.

Councilmember Mockler stated that she is in favor of this resolution for Charleston Base and recognized an opportunity to create a fix for everyone using the road. She shared that whatever traffic calming measure is implemented is only curing the symptom and not the disease. Kitsap Transit property is protected but the most vulnerable are not. She stated that if Kitsap Transit could work with the City and State, expanding its scope to include a reduction of speed to protect the most vulnerable pedestrians and cyclists.

Mayor Putaansuu shared that Kitsap Transit's responsibility is to fix their building and to work collaboratively with the City and State. He stated that it is the City's and the State's responsibility for changes to the roadway or the speed limit. Kitsap Transit's challenge is protecting the facility, employees, and bus stop, in a safe manner.

Executive Director Clauson shared that it is important to know that this is more than just protecting our building; there is a sidewalk next to the building. He stated that Kitsap Transit could look at what can be done to protect the entire front. He stressed that Kitsap Transit will be working with the City and the State to see what the issue is and to work out solutions.

Motion passed unanimously.

7. EXECUTIVE DIRECTOR ITEMS (Presented after Staff Recognition/Progress Reports)

Executive Director Clauson updated the Board on the following topics:

- WSTIP Audit for best practices on driver record monitoring. Acknowledged the Human Resources staff for creating a system that WSTIP will use as an example to other agencies.
- 30-minute service frequency map displayed and a presentation at a future Work Study. The presentation will include the level of service, frequency, coverage area, and connecting communities that will give the Board a basis for future decisions.

Councilmember Stern requested that the service map be sent to the City Clerk's office to be shared at the City Council meetings to broaden awareness.

Executive Director Clauson stated that the map will be sent to the City Clerk's office.

Councilmember Mockler asked if the routes are synchronized. If a passenger gets on the bus in Poulsbo and rides for half an hour, can they get on the next bus within five minutes?

Executive Director Clauson shared that, this is the concept of the time transit system used in these hubs or transfer centers. He stated that all the vehicles in the community come together at one time and passengers easily transfer from one bus to another.

8. STAFF RECOGNITION / PROGRESS REPORTS

- a. Recognizing Drivers of the Month for April 2024

No drivers present for recognition.

- b. May 2024 Report from KT Lobbyist
- c. Draft Financial Reports through April 2024
- d. Capital Work in Progress April 2024
- e. Fuel Costs Report through the end of May 2024
- f. Financial Report 1st Quarter 2024
- g. System Performance Report 1st Quarter 2024

Remaining Progress Reports stand as presented.

9. PUBLIC COMMENTS

None at this time.

10. FOR THE GOOD OF THE ORDER:

Councilmember Mockler requested an update on the proposed pilot project for a circulator bus.

Executive Director Clauson stated that he and Mayor Wheeler are working on arrangements to bring the City's and community interests together to talk about a circulator route and what that would look like. He shared that he had a conversation with the Regional Federal Transit

Administration (FTA) administrator regarding his concern that this would be considered a charter. She confirmed what is being proposed would fall into the category of a charter and preclude Kitsap Transit from participating in the event.

Councilmember Mockler requested that Kitsap Transit find out what would be an acceptable pilot project. She stated that Mayor Wheeler had pointed out that the circulator route is in the long-range plan.

Executive Director Clauson stated that he and Mayor Wheeler are working to get the communities together and discuss the particulars. He explained that a circulator route is in the long-range plan but is in the category of services that Kitsap Transit could do if there was additional funding available.

Councilmember Moriwaki asked if agenda item eight, Staff Recognition/Progress Reports, is being skipped.

Executive Director Clauson stated that the reports are presented as part of the agenda for Board review. If there are questions or concerns, Board members are welcome to bring them up during the meeting.

Councilmember Stern thanked Kitsap Transit for the map showing services linking the North end, Central, and South end. He recognized Kitsap Transit for addressing the issue of equity in law and justice with the 30-minute route connections.

Councilmember Stern continued, stating that two years ago, in Washington State, two transit agencies were practicing free routed service. There are now six agencies practicing this. With Kitsap Transit implementing half-hour routes with five-minute connections, this could be a step in that direction and increase ridership.

Mayor Erickson shared that the Edward Rose project is progressing with logging, clearing and grading next week for the 468-unit apartments, walking pathways, and community hub. She stated that this is a transit-oriented development that adjoins to North Kitsap Transit base. Mayor Erickson stated that the hope is people will be using transit to get to Kingston, Bainbridge Island, Bremerton, Port Orchard, and Silverdale, having access to transit and staying out of their cars. She thanked Kitsap Transit for expanding and growing the North Kitsap base to allow for this project.

Mayor Wheeler shared that he is looking forward to the technology to track ridership destinations and help with making route decisions. The community can sustain solid lifestyles using transit for education, employment and entertainment. He stated that, with data from this technology, we will be able to monitor ridership and adjust as needed. He added that Kitsap Transit will be needing more ferries and buses as ridership increases.

Mayor Putaansuu stated that the discussion about resiliency needs to continue. All communities should be looking at alternative energies. He shared that, later this summer, Port Orchard City

Hall's solar canopy will be erected and will generate 70 percent of the demand for the buildings.

11. ADJOURN: At 9:39 AM, Chairperson Wheeler adjourned the regular meeting.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on the 2nd day of July, 2024.

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Greg Wheeler
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Greg Wheeler, Chairperson

Attest:

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Jackie Bidon
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Jackie Bidon, Clerk of the Board