



BOARD OF COMMISSIONERS MEETING AGENDA

Date: December 03, 2024

Time: 8:30AM – 10:00AM

Page

1. CALL TO ORDER

2. AGENDA REVIEW

3. CHAIRPERSON'S COMMENTS

4. CONSENT / ACTION ITEMS

All matters listed on the Consent Agenda have been distributed to the Board, are considered routine and will be enacted by one motion with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the regular agenda by a Board member.

- | | |
|---|----|
| a. Warrants for October 2024 | 1 |
| b. Minutes of May 21, 2024 | 2 |
| c. Minutes of November 05, 2024 | 6 |
| d. Resolution No. 24-72, Amending Bylaws – Time Change | 15 |
| e. Resolution No. 24-73, Award Contract Legislative Liaison | 33 |
| f. Resolution No. 24-74, Approve Kitsap Transit Safety Plan | 38 |
| <i>To view the Kitsap Transit Safety Plan, copy and paste or select the following hyperlink:</i> | |
| https://www.kitsaptransit.com/uploads/pdf/4.f3resolutionno.24-74kitsaptransitagencysafetyplanexhibita.pdf | |
| g. Resolution No. 24-75, Adoption of 2025 Goals | 41 |
| h. Resolution No. 24-76, Adoption of 2025 Legislative Priorities | 44 |

5. FULL DISCUSSION / ACTION ITEMS

- | | |
|--|----|
| a. Presentation – Kitsap Transit 2025 Budget | |
| • Resolution No. 24-77 Approve Kitsap Transit 2025 Budget | 49 |
| b. Resolution No. 24-78, Approve Release of Restricted Funds | 63 |
| c. Resolution No. 24-79, Approve Fuel Stabilization Reserve for Ferry Fund | 66 |
| d. Mayor Wheeler Appoints At-Large Position | |
| e. Selection of Chairperson and Vice Chairperson for 2025 | |
| f. Board Recognition | |

6. EXECUTIVE DIRECTOR ITEMS

7. STAFF RECOGNITION / PROGRESS REPORTS

- | | |
|---|----|
| a. Recognizing Drivers of the Month for October 2024 (8:45am) | |
| b. December 2024 Report from KT Lobbyist | 69 |
| c. Draft Financial Reports through October 2024 | 71 |
| d. Capital Work in Progress October 2024 | 74 |
| e. Fuel Costs Report through the end of November 2024 | 77 |
| f. 3 rd Quarter System Performance Report 2024 | 78 |
| g. 3 rd Quarter Financial Report Transit | 87 |
| h. 3 rd Quarter Financial Report Ferry | 93 |

8. PUBLIC COMMENTS

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

9. FOR THE GOOD OF THE ORDER:

Transit Board members' comments.

10. ADJOURN:

Agendas and Board Packets are available online at 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 by noon on the Wednesday before the meeting.



MEMORANDUM

TO: The Kitsap Transit Board of Commissioners
DATE: December 3rd, 2024
SUBJECT: Ratification of Cash and Registered Warrants

I, the undersigned, do hereby certify to the best of my knowledge, under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Kitsap Transit, and that I am authorized to authenticate and certify to say claim.

Paul Shiners, Finance Director

Warrants audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing that has been made available to the Board of Commissioners.

As of this date December 3rd, 2024, the Board, by a (unanimous/majority) vote, does approve the following warrants and payments for the period October 1st, 2024, through October 31st, 2024:

- Warrant numbers transit fund 170524 to 170930 of \$9,952,481
- Warrant numbers ferry fund 608335 to 608458 of \$2,476,642
- Payroll Account disbursements of \$4,444,517
- ACH clearing account payments of \$59,905
- Travel Account Disbursements of \$5,359
- Purchasing Card Disbursements of \$61,522

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of Board

KITSAP TRANSIT BOARD OF COMMISSIONERS MEETING

MINUTES OF May 21, 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**
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; Dennis Griffey, Vehicle and Facilities Maintenance Director; Steffani Lillie, Service and Capital Development 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/sk51XFBBgRLKg6UpHSC6VzH6uE7WWLsxJcXUVnMG8cp5taRyWxEQA6kEMBkexqol.W4oG8QZ5RnY7rrDt>

Passcode: \$S+8M6^m

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

2. AGENDA REVIEW

Upon review by the Board, the agenda remained unchanged.

3. CHAIRPERSON'S COMMENTS

4. FULL DISCUSSION/ACTION ITEMS

- a. Origin and Destination Study

0:01:30, Sanjay Bhatt, Marketing & Public Information Director, introduced consultants Jim Moore and Stephanie Roberts from Moore and Associates.

Jim Moore presented results from the Origin and Destination Study. His presentation included the following information:

- Project Overview
- Methodology
- Public Notification of Survey and platforms used to notify the public.
- Survey results included Kitsap Transit rider input on age, race, income, technology used, tenure or length of riding Kitsap Transit, purpose of trip, frequency, information resources to plan their trip, and reasons for riding.
- Service Perception results included Kitsap Transit rider input on rider satisfaction in service and rider satisfaction vs. information source (schedule, rider alerts, website, etc.).
- Preferred Service Improvements included Kitsap Transit rider input on route frequency, later operating hours, and earlier operating hours.

0:18:31, Board discussion followed.

- b. Resolution No. 24-31, Award Contract SR 104 & Bond Rd. Park and Ride Design

0:38:03, Executive Director Clauson shared details on how staff was able to select PACE Engineers for the SR 104 & Bond Road Park and Ride Design project. This resolution will give Kitsap Transit authority to award the contract to consultant, PACE Engineers, for the SR 104 & Bond Road Park and Ride Design project, in the amount of six hundred seventy-one thousand seven hundred twenty dollars and ninety-eight cents (\$671,720.98).

0:40:00, Board discussion followed.

0:42:29, **Commissioner Rolfes moved and Mayor Erickson seconded the motion to adopt Resolution No. 24-31, to award the contract for the SR 104 & Bond Road Park and Ride Design, with no commitment to further construction.**

Motion passed unanimously.

- c. Resolution No. 24-32, Award Contract - Vessel Monitoring Service

0:44:33, Executive Director Clauson explained that this resolution allows Kitsap Transit to move forward with the installation of an onboard system to monitor the performance of the marine vessel mechanical system. The system will allow Kitsap Transit to remotely monitor all the vessels in real time, create data trends and reports. The goal is to identify any potential maintenance issues and fix them with less vessel out-of-service time.

0:48:12, **Mayor Putaansuu moved and Commissioner Garrido seconded the motion to adopt resolution No. 24-32, authorizing staff to contract with IO Currents for Kitsap Transit 24-**

901 Vessel Monitoring Services, in the amount of two hundred sixty-seven thousand four hundred dollars (\$267,400).

0:48:42, Board discussion followed.

Motion passed unanimously.

d. Circulator Bus Pilot Project, First Friday Art Walks

0:52:28, Executive Director Clauson briefed the Board on preliminary feasibility, cost, equipment needed, and operators for Kitsap Transit to operate a circulator bus route for a once-a-month event in Bremerton. He shared that the FTA has a ruling on charter buses and this would need to be presented to the FTA for approval.

0:56:38, Board discussion followed.

01:15:43, **Commissioner Rolfes moved and Mayor Putaansuu seconded the motion to suspend discussion on the topic until Kitsap Transit can present this to the FTA and confirm if it does or does not fall under their charter ruling.**

Motion passed unanimously.

5. EXECUTIVE DIRECTOR ITEMS

1:21:48, Executive Director Clauson confirmed that the ribbon cutting ceremony for the Silverdale Transit Center would be held on June 24, 2024, at 11:00 AM.

6. PUBLIC COMMENTS

1:23:58, None at this time.

10. GOOD OF THE ORDER

1:24:06, None at this time.

11. ADJOURN: At 9:55 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.

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board

DRAFT

**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 **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:

Greg Wheeler, Chairperson

Jackie Bidon, Clerk of the Board

[Draft] Kitsap Transit Site Training Facility

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.

1/2

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 [REDACTED]

[REDACTED] Clearview Lane, Bremerton



11/5/24

2/2



Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-72, Amending Bylaws-Time Change

SUBMITTED BY: John Clauson

TITLE: Executive Director

DEPARTMENT: Executive Office

EXHIBITS/ATTACHMENTS: Resolution No. 24-72; Exhibit A - Kitsap Transit Bylaws

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT:

EXPENDITURE REQUIRED:

FUNDING SOURCE:

REVIEWED BY: Executive Director

REVIEWED DATE: 11/23/2024

SUMMARY STATEMENT:

Kitsap Transit's Bylaws includes Section 5: Meetings of the Board. The current start time listed for the first Tuesday of each month is 8:30 AM. Kitsap Transit was asked to move their start time to 10:30 AM on the first Tuesday of each month to better utilize the elected Board members' time. The second Board of Commissioners meeting, on the third Tuesday of each month, remains unchanged with the start time of 8:30 AM.

Staff recommends revision of the Kitsap Transit Bylaws, Section 5Ai, Meetings of the Board, to reflect the Kitsap Transit Board of Commissioners monthly meeting time change for the first Tuesday to begin at 10:30 AM. The date of this revision will be January 2025.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 24-72, authorizing staff to amend the Kitsap Transit Bylaws, specifically Section 5Ai, to reflect the time change of the monthly meeting, held on the first Tuesday, to 10:30 AM, effective January 2025.

RESOLUTION NO. 24-72

**A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS
AMENDING THE KITSAP TRANSIT BYLAWS**

WHEREAS, Kitsap Transit Bylaws Section 5Ai: Meetings of the Board, states that the Board Meetings on the first and third Tuesday of the month are to begin at 8:30 AM; and

WHEREAS, Kitsap Transit staff was asked to move the start time for the first meeting to 10:30 AM to better utilize the elected Board members' time; and

WHEREAS, on November 05, 2024, the proposed time change was presented to the Kitsap Transit Board of Commissioners who agreed to the later start time change; and

WHEREAS, an amendment to the Kitsap Transit Bylaws, Section 5Ai: Meetings of the Board, is required to reflect the time change for the monthly meeting on the first Tuesday to start at 10:30 AM; and

WHEREAS, the second Board of Commissioners meeting on the third Tuesday of each month will remain unchanged with the start time of 8:30 AM; and

WHEREAS, the effective date for the first Tuesday Board meeting time change is January 2025; and

WHEREAS, the newly revised Kitsap Transit Bylaws are attached and incorporated by reference herein as Exhibit A.

NOW THEREFORE, BE IT RESOLVED the Kitsap Transit Board of Commissioners hereby adopts Kitsap Transit's Bylaws as amended and attached hereto as Exhibit A.

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board

DRAFT

**BYLAWS OF THE
KITSAP COUNTY TRANSPORTATION BENEFIT AREA AUTHORITY
(dba Kitsap Transit)**

SECTION 1: NAME.

The legal name of this Corporation is Kitsap County Transportation Benefit Area Authority, a municipal corporation and public transportation benefit area duly organized under the laws of the State of Washington. This Corporation is authorized to do business as Kitsap Transit.

SECTION 2: OFFICES.

Unless or until changed by resolution of the Board of Commissioners, the principal offices of Kitsap Transit shall be located at 60 Washington Avenue, Suite 200, Bremerton, Washington. Kitsap Transit may have such other offices, within Kitsap County, as the Board may determine from time to time.

SECTION 3: COMPONENT JURISDICTIONS AND BOUNDARIES.

Unless or until changed in conformance with the requirements of Chapter 36.57A RCW, the boundaries of Kitsap Transit include all of the territory within Kitsap County, Washington. The component jurisdictions shall be Kitsap County and all component incorporated cities located within the boundaries of Kitsap Transit.

SECTION 4: GOVERNING BODY.

The governing body of Kitsap Transit shall be a Board of Commissioners (the "Board") consisting of nine (9) voting members ("Members") and one (1) Non-Voting Member ("Non-Voting Member").

A. Voting Members.

1. The Voting Members shall be comprised of the following elected officials:
 - a) Two elected officials selected by and serving at the pleasure of the Bremerton City Council; and
 - b) One elected official selected by and serving at the pleasure of the Poulsbo City Council; and
 - c) One elected official selected by and serving at the pleasure of the Port Orchard City Council; and
 - d) One elected official selected by and serving at the pleasure of the Bainbridge Island City Council; and

- e) Three members of the Legislative body of Kitsap County; and
 - f) One At-Large Member selected by the City Council of Bainbridge Island, Port Orchard and Poulsbo (the "Three Cities") in accordance with the provisions set forth in Section A.2 below.
2. The "At Large Member" position shall be governed by the following:
- a) The At-Large Member shall serve for a term of two (2) calendar years.
 - b) The At-Large Member shall rotate between the Three Cities in the following order beginning on January 1, 2019.
 - i. City of Port Orchard
 - ii. City of Bainbridge Island
 - iii. City of Poulsbo
 - c) The At-Large Member for each respective City must be an elected official of such City selected by and serving at the pleasure of such City's Council.
 - d) A City which has the right to select the At-Large Member may, by written notice sent to Kitsap Transit's Board Chair and Clerk not later than December 1 of the year prior to the year such City has the right to select the At-Large Member, decline to select such member, in which case, the At-large Member shall be selected by the City Council of the next City in line for the right to select the At-Large Member. The City which selects the At-Large member shall provide Kitsap Transit's Board Chair and Clerk with the name of its At-Large Member no later than January 31 of the first year of such Member's Term.
3. Miscellaneous.
- a) Each City must select and provide Kitsap Transit's Board Chair and Clerk of the Board the name(s) of its Voting Member(s) no later than January 31st of each year beginning with the 2019 calendar year.
 - b) If a Voting Member ceases to be an elected official, resigns or becomes incapacitated or deceased, the legislative authority of the Component Jurisdiction of which such Member was a Member shall select a successor who shall fill out an unexpired term of such Member. Such successor shall be an elected official selected by and serving at the pleasure of such jurisdiction. If the Component Jurisdiction has designated an Alternate Voting Member pursuant to Section A.3.(c), the Alternate shall serve and vote as such jurisdiction's Voting Member of the Board unless and until a successor is selected by such jurisdiction.
 - c) Each Component Jurisdiction may select an alternate or alternates for their respective Voting Member(s). An alternate must also be an elected official selected by the legislative authority of such Component Jurisdiction, who may serve and vote in the event that the primary Voting Member is unable to attend.
 - d) The legislative authority of each Component Jurisdiction may determine the length of the term of its selected Voting Member(s).

B. Non-Voting Member.

- a. The Non-Voting Member shall be appointed by the labor organizations (the "Labor Organizations") which represent employees of Kitsap Transit. Such Labor Organizations currently consist of Amalgamated Transit Union Local 587, the International Association of Machinists and Aerospace Workers, District Lodge 60, Local Lodge 282; and the International Brotherhood of Chauffeurs, Teamsters, Helpers Local 589.
2. In the event the Labor Organizations cannot unanimously agree on the Non-Voting Member, then the Non-Voting Member shall be selected by a majority vote of the Labor Organizations, with each Labor Organization having a single vote. By way of example, so long as there are three Labor Organizations, the Non-Voting Member shall require approval of two of the three Labor Organizations.
3. Non-Voting Members shall be elected in December of each year and shall serve for a term of two (2) years beginning on January 1 following the election of such Non-Voting Member. The Non-Voting Member shall comply with all governing by-laws and policies of Kitsap Transit. The Board Chairperson (or Vice-Chairperson in the absence of the Chairperson) of Kitsap Transit shall exclude the Non-Voting Member from attending any executive session held for the purpose of discussing negotiations with labor organizations. The Board Chairperson (or Vice-Chairperson in the absence of the Chairperson) of Kitsap Transit may exclude the Non-Voting Member from attending any other executive session. However, the Board Chairperson (or Vice-Chairperson in the absence of the Chairperson) shall consider, on a case by case basis, the appropriateness of the Non-Voting Member's participation in matters to be addressed in Executive Sessions, and in exercising this authority, the Chairperson (or Vice-Chairperson) shall refrain from making any arbitrary or capricious decisions.
4. Following the election of a Non-Voting Member, KT's Executive Director, Board Chair or their Designee shall review KT's By-Laws and policies governing Board Meetings with each incoming Non-Voting Member, including specifically, the strict confidentiality of all executive session matters.

C. Governing Body - Periodic Review of Composition

1. Every four years, a meeting shall be called for the review of the Kitsap Transit's governing body, as provided in RCW 36.57A.055, as hereafter amended. At this meeting, members of the county legislative authority and the elected representative of each component city within Kitsap Transit's boundaries shall review the composition of the Kitsap Transit Board and change the composition of the Board if the change is deemed appropriate. The majority of those present at the meeting constitutes a quorum.

- a) The Executive Director will initiate the meeting by sending a letter to each component city advising each city that it must designate an elected representative to attend the Review Meeting.
 - b) A notice of the proposed meeting must be transmitted to the designated representatives of the County and component cities twenty (20) days prior to the proposed meeting.
 - c) At the time the meeting is convened, a chair shall be selected to preside over the meeting. The Clerk of the Board shall serve as the Clerk for the meeting to record and keep minutes of the meeting.
- D. Subsequent Composition Review. With the majority vote of Kitsap Transit's Board of Commissioners, the Board may call a meeting for the review of Kitsap Transit's Governing Body in two-year intervals subject to the requirements and procedures set forth in RCW 36.57A.050 and RCW 36.57A.055.

SECTION 5: MEETINGS OF THE BOARD.

- A Regular Board Meetings. As provided in Resolution No. 16-47 adopted on September 6, 2016, Regular Meetings of the Board shall be held the first and third Tuesday of each month in accordance with the Open Public Meetings Act (RCW 42.30) at the following times and locations:
- i. 1st Tuesday each month beginning at ~~8:30AM~~ 10:30 AM at the Norm Dicks Government Center located at 345 6th Street, Bremerton, WA 98337.
 - ii. 3rd Tuesday each month beginning at 8:30AM at the Kitsap Transit's Main Offices, located at 60 Washington Avenue, Bremerton, WA 98337.
- B. Special Meetings. Special meetings of the Board may be called by the Chairperson or a majority of the Members of the Board at any time by delivering written notice by mail or electronic transmission to each Member of the Board and to the Clerk of the Board. The call and notice must specify the time and place of the meeting and shall be delivered not less than 24 hours before the time specified for such meeting. Notices shall be delivered to the media in conformance with RCW 42.30.080 by the Clerk of the Board. The provisions of RCW 42.80.080 shall govern waiver of notice, delivery of notice and emergency meetings for which certain notice requirement may be dispensed.
- C. Quorum. At all meetings of the Board, a majority of the Members of the Board shall constitute a quorum for the transaction of business.
- D. Chairperson. The Chairperson shall preside at all meetings of the Board. In the event of his/her absence from any meeting, the Vice-Chairperson shall preside.

- E. Voting. All Members in attendance, including the Chairperson, at Board meetings shall vote on matters brought before them unless (i) excused by a majority of Members in attendance; (ii) such Member abstains in conformance with the abstention provisions of Roberts Rules of Order; or (iii) such Member has recused himself or herself. Motions drawing a tie vote shall be deemed lost. The vote of each Member on a particular matter shall be recorded in the minutes.
- F. Remote Attendance. From time to time, it is not possible for a Member to attend a Board Meeting. In limited instances, Kitsap Transit would benefit by a Member's participation by means of remote communication. The Board recognizes the benefits of the fullest practicable attendance and participation by its members. Attendance from remote locations is intended to be an alternative and a relatively infrequently used method for participation by Members. Remote attendance may occur as follows:
1. The Chair or Vice Chair may approve a Member's attendance at a Board Meeting via remote communication in limited instances, including emergencies that require immediate action or remedy.
 2. In no event shall the Board Chair or Vice Chair approve a Member's remote attendance unless satisfactory equipment is available. Satisfactory equipment shall mean any telephone or other device equipped with a speaker function capable of broadcasting the Member's voice clearly and sufficiently enough to be heard by those in attendance at the meeting. The device must allow the Member to pose and answer questions as posed from time to time.
 3. During any meeting that a Member is attending via remote communication, the Chair or presiding officer shall state the name of the Member attending via remote communication and the reasons for such attendance.
 4. Members attending via remote communication may participate and vote during the meeting as if they were physically present at the meeting.
 5. In the case of Executive Sessions, the Board may permit remote participation on a case-by-case basis and only when the Board considers such participation to be necessary and the Board is confident in the security of such remote communications.
 6. Participation in accordance with these provisions shall constitute attendance within the meaning of these Bylaws.

Remote attendance by the full Board is contemplated to be by telephone conference call and/or online web conferencing, with access information provided to participating Board Members, staff and members of the public at least 24 hours in advance of a regularly scheduled meeting, subject to the conditions existing at the time of the emergency pursuant to the emergency exception for the times and places for meetings in RCW 42.30.070. All voting will be by roll call vote. In all such cases, a speakerphone shall be available at the meeting location or other designated physical location where the public can attend to listen to the discussion.

- G. Order of Business. The order of business at Board meetings shall be as directed by the Chairperson unless altered by a majority vote of the Members of the Board at a properly convened meeting of the Board.
- H. Conduct of Meetings. Robert's Rules of Order shall govern the conduct of Board meetings except where in conflict with these Bylaws, other resolutions of the Board, the Open Public Meetings Act under Chapter 42.30 RCW, or other applicable law. Meetings may be adjourned or continued subject to compliance with the Open Public Meetings Act.
- I. Public Comment. Members of the public shall have the right to make comments and statements regarding the affairs of Kitsap Transit in general, and matters on the Agenda in particular, during the portion of the meeting of the Board set aside for public comment. Unless a different length of time is announced by the Chairperson prior to the beginning of the public comment period, public comment by each speaker shall be limited to three (3) minutes. In the event a Member poses a question to such speaker, the Chairperson may extend such speaker's time as the Chairperson deems reasonable or necessary to enable the speaker to respond.

The Board shall have the authority to establish, through the adoption of resolutions, rules governing the conduct of public comment, including changes to the amount of time allocated for such comment and the length of time allocated to each speaker and rules and guidelines reasonably necessary to maintain order and protect the health and safety of all persons in attendance.

- J. Executive Sessions. Executive Sessions shall be governed by the Open Public Meetings Act. Board Members shall (i) protect the confidentiality of all communications and information discussed or presented during the course of all executive sessions and not reveal, divulge or disclose such communication or information, unless required by the controlling laws of the State of Washington and (ii) comply with the laws of the State of Washington.
- K. Corporate Decisions: The act of a majority of the Members present at a meeting of the Board at which a quorum is present shall be the act of Kitsap Transit, unless a greater number is required by law or the Bylaws.
- L. Recording and Minutes. Meetings of the Board shall be recorded in conformance with the requirements of the State law. Minutes of the meeting of the Board shall be prepared by the Clerk of the Board and require the approval of the Board at the next regular meeting of the Board.

SECTION 6: CHAIRPERSON AND VICE-CHAIRPERSON.

- A. Election and Term. The Chairperson and Vice-Chairperson shall be a Member of the Board. The Vice-Chairperson shall be elected by a majority vote of the Members at a regular or special meeting of the Board at either the last meeting in December or the first meeting in

January of each year. Unless the Vice-Chairperson is no longer an elected official serving as a Board Member or unable or unwilling to serve as the Chairperson, the Vice-Chairperson shall serve as the Chairperson of the Board beginning in January of the year after such person was elected as the Vice Chairperson. In the event of a vacancy of the Chairperson, the Vice-Chairperson shall become the Chairperson and the Board Members shall elect a new Vice-Chairperson at the next regular meeting of the Board.

- B. Duties of the Chairperson. In addition to the powers and duties set forth in these Bylaws, the Chairperson shall have such other powers and duties as shall be prescribed by law or by resolution of the Board.
- C. Duties of the Vice-Chairperson. In addition to the powers and duties set forth in these Bylaws, the Vice-Chairperson shall have such other powers and duties as shall be prescribed by law or by resolution of the Board. In the absence of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson and, when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson. The Vice-Chairperson shall perform such other duties as may be assigned to him/her by the Chairperson or by the Board.

SECTION 7: CLERK OF THE BOARD AND DEPUTY CLERK OF THE BOARD.

The Board shall appoint a Clerk of the Board who shall have such powers and perform such duties as shall be prescribed by the Bylaws and/or as directed by the Board. Without limiting the generality of the foregoing, the Clerk of the Board shall insure all meetings of the Board are recorded or transcribed as required by State law, shall be responsible for the preparation of minutes of each meeting of the Board and shall serve as the Parliamentarian to advise the Board so as to ensure the meetings of the Board are conducted in conformance with these Bylaws.

The Board may also appoint a Deputy Clerk who shall have such power and perform such duties as shall be prescribed by law, the Bylaws, and/or the Board in the absence of the Clerk.

SECTION 8: LEGAL COUNSEL.

- A. Selection. The Board may appoint General Legal Counsel and Labor Counsel as necessary or desirable. General Legal Counsel and Labor Counsel will work with staff as requested by staff or as directed by the Board, but in all events will report to the Board. The Executive Director may, from time to time, contract with Special Counsel to provide legal representation to Kitsap Transit when General Legal Counsel or Labor Counsel are unavailable, have conflicts of interest or recommend specialized counsel for individual matters requiring specialized expertise; but in all events the Board reserves the right to terminate or limit such representation as the Board deems appropriate.
- B. Confidential Matters. In the case of confidential communications subject to the attorney-client privilege, attorneys for Kitsap Transit (i) shall not provide any confidential

communications to the Non-Voting Member unless those communications involve matters discussed at an executive session at which the Non-Voting Member was in attendance; and (ii) nor shall the attorneys have any attorney-client relationship with or owe any duties to the Non-Voting Member.

SECTION 9: APPOINTMENTS

- A. Committees. Committees of the Board may be created from time to time by the Board as deemed necessary or appropriate by the Board. Except where a motion is adopted with respect to a particular committee specifying a different method of appointment, the Chairperson shall make the appointments to such committees. If the Board desires to include persons to serve on the committee who are not Members of the Board, the Board must approve any such appointments.
- B. Kitsap Transit is a member representative to Boards and Committees throughout the Puget Sound region, representing Kitsap Transit's interests as it pertains to transportation, grant funding and regional planning. Appointments to Boards and Committees shall be made by the Chairperson with confirmation by the Board of Commissioners.
 - i. Appointments will be reviewed annually for confirmation at the first Board of Commissioners meeting in February.
 - ii. It is understood that upon appointment, the Kitsap Transit Board member will be representing the interests of Kitsap Transit and the component jurisdictions as a whole and not the specific interest and needs of the component jurisdiction of which the Member is an elected official serving on the Board of Kitsap Transit.

SECTION 10: RECORDS.

- A. Duties of the Clerk of the Board. The Clerk of the Board shall be responsible for keeping the minutes of the meetings of the Board, all resolutions of the Board and all matters required by applicable law and/or the Board. All records of the proceedings of the Board shall be kept at the principal office of Kitsap Transit and shall be made available for inspection by the public in accordance with state law.
- B. Minutes. Minutes of all Board meetings shall be provided to each Member and Non-Voting Member of the Board in the materials provided for the next regular meeting. The official record for each meeting shall be signed by the Chairperson and the Clerk of the Board.

SECTION 11: CONTRACTS, WARRANTS, DEPOSITS, FUNDS, AND GIFTS.

- A. Grant Agreements. The Executive Director of Kitsap Transit or his/her designee is authorized to sign and enter into any necessary documents ("Documents") which shall be required to apply for grants, receive funding, or facilitate the successful completion of any federally or

state funded projects ("Projects"). This authority shall include applications, certifications, contracts, memorandums of understanding or any necessary documents as required by the Federal Transit Administration or any other federal funding agency, the Washington State Department of Transportation or any other state funding agency to enable Kitsap Transit to receive grant funds or other sources of financial assistance. The provisions of this subsection 12(A) are subject to the following restrictions and conditions:

- i. All such grants or funding must relate to Projects contained within Kitsap Transit's six (6) year Transit Development Plan that has been approved by the Board;
 - ii. Kitsap Transit shall not expend or be required to expend any local funds unless approved by the Board in an adopted budget or by separate resolution, or the expenditure falls within the financial authority of the Executive Director as set forth in Section 13 below. All other Documents pertaining to Projects, Project undertakings and expenditures shall require the approval or ratification of the Board.
 - iii. At each Regular Board Meeting, the Executive Director shall provide the Board with reports of (1) its financial performance and condition and (2) the progress of its capital project budget.
- B. Disbursements. All disbursements of Kitsap Transit shall be by warrant or electronic funds transfer. All requests for disbursements shall be signed by such officer, Member, agent or employee of Kitsap Transit and in such manner as shall, from time to time, be determined by resolution of the Board. In the absence of such a resolution, the Chairperson, following approval by the Board, shall sign a record of disbursements.
- C. Notes. All notes or other evidences of indebtedness, including bills issued or incurred in the name of Kitsap Transit, shall be signed by such officer, Member, agent or employee of Kitsap Transit and in such manner as shall from time to time be determined by resolution of the Board. In the absence of such a resolution, the Chairperson, following approval by the Board, shall sign such notes or other evidence of indebtedness.
- D. Deposits. All funds of Kitsap Transit shall be deposited with the Kitsap County Treasurer. The Treasurer of Kitsap County shall be custodian of the fund and is, subject to approval by resolution of the Board, authorized to invest such funds in the manner provided for similar county funds.
- E. Gifts. Kitsap Transit may accept, on behalf of Kitsap Transit, any contribution, gift, bequest, or device for any purpose of Kitsap Transit.

SECTION 12: THE EXECUTIVE DIRECTOR.

The affairs of Kitsap Transit shall be managed and supervised by an Executive Director appointed by the Board. The Executive Director shall serve as the chief executive officer of Kitsap Transit, shall report to and serve at the will of the Board, and shall undertake such duties and responsibilities as the Board may, from time to time, direct. The Executive Director shall have the authority to sign contracts and incur liabilities on behalf of Kitsap Transit subject to such restrictions and limitations set by resolution of the Board from time to time. Unless and until changed by subsequent resolution, Resolution No. 15-65 shall govern the Executive Director's financial authority.

SECTION 13: RESOLUTIONS.

All actions of the Board shall be undertaken by resolutions of the Board at a duly convened meeting of the Board in accordance with the provisions of Section 5 of these Bylaws as the same may be amended from time to time. The vote of each Member on all resolutions of the Board shall be recorded in the minutes of the Board, and each such resolution shall be signed by the Chairperson and Clerk of the Board.

SECTION 14: AMENDMENTS TO BYLAWS.

These Bylaws may be amended by majority vote of the Members in attendance at any Board meeting where a written notice of such meeting has been sent to Members advising them that amendments to the Bylaws may be considered.

SECTION 15. MISCELLANEOUS.

- A. Conflicts. In the event of conflicts between these Bylaws, controlling law or resolutions of the Board, the following rules of construction shall apply:
 - i. State and Federal laws shall control over inconsistent provisions of these Bylaws or the resolutions of the Board;
 - ii. These Bylaws shall control over inconsistent provisions of resolutions of the Board adopted prior to the date hereof;
 - iii. Resolutions of the Board adopted by the Board after the date these Bylaws were adopted shall control over inconsistent provisions of these Bylaws, unless prohibited by State or Federal law.

- B. Savings Clause. In the event any provision of these Bylaws are invalidated either by reason of subsection 16(a) above or by a court of competent jurisdiction, the remaining provisions of these Bylaws shall not be invalidated thereby and shall remain in full force and effect.

- C. Repealer. These Bylaws supersede and replace all prior Bylaws of Kitsap Transit.

SECTION 16. BOARD CONDUCT.

- A. Board Meetings.

1. Board Business. Board meetings are designed to hear and take formal action on matters of agency concern, including, but not limited to, such things as recognition of retiring staff; staff presentations, committee reports, adopting resolutions, conducting public hearings and considering measures and proposals offered by Board Members.
2. Attendance. Board Members will inform the Chair and Clerk of the Board if they are unable to attend any Board meeting.
3. Presiding Officer. The Chair presides over Board meetings. In the Chair's absence, the Vice-Chair shall preside. In the absence of both the Chair and Vice-Chair, the longest serving member of the Board shall preside.
4. Order. The Presiding Officer has the authority to preserve order at all meetings of the Board, to cause the removal of any person from any meeting for disorderly conduct, to place a limit on debate and to enforce the rules of the Board. The Presiding Officer may also seek the assistance of KT staff to restore order at any meeting as authorized by law.
5. Staffing. The Executive Director or designee will attend all Board meetings and Executive Sessions unless excused. The Executive Director may make recommendations to the Board and, with the consent of Board Chair, shall have the right to take part in all Board discussions. The Executive Director shall have no vote. If the Executive Director is unable to attend Board meeting, the Executive Director shall name a staff member to stand in for the Executive Director.
6. Legal Counsel. Legal Counsel will attend all Board meetings unless excused, and will, upon request, give an opinion, either written or oral, on legal questions. The Legal Counsel shall decide all questions of interpretations of these rules. The Legal Counsel or the Clerk of the Board shall decide all parliamentary questions that may arise at a Board meeting.
7. Staff Participation. Other staff and consultants will attend Board meetings upon request of the Executive Director to provide information and respond to questions.

B. Board Discussions.

1. General. Board Members should ask the Chair to be recognized, be direct and candid, speak one at a time, ask questions to clarify information and be conscious of the time limits during discussions. Each Board Member is responsible for facilitating discussions.
2. Public Hearings. When necessary, it is appropriate to defer action on a hearing or refer matters back to staff. When doing so, Board Members should specify what new or additional information is needed and determine when the matter should be brought

back for further deliberation. The decision to close or continue a public hearing may be had upon a consensus of the Board.

3. Interruption. No Member of the Board shall interrupt or argue with any other Member while such Member has the floor.
4. Courtesy. Members of the Board, in the discussion, comments or debate of any matter or issue, shall be courteous in their language and deportment and shall not engage in contemptuous or disorderly behavior, or discuss or comment on personalities, or indulge in derogatory remarks or insinuations in respect to any other Board Member, or any member of the staff or the public, but shall at all times confine their remarks to those facts which are germane and relevant, as determined by the Presiding Officer, to the question or matter under discussion.

C. Motions And Procedures.

1. General. Board Members should clearly and concisely state their motions. The Chair will state the name of the board Member who made the motion and the name of the Board Member who made the second. The Chair may make a motion or a second, if he or she first designates the Vice-Chair or, in his or her absence or inability to act, the senior member of the Board as the Presiding Officer during consideration of the matter.

Prior to voting on a motion, the motion should be repeated by the Clerk of the Board or the Chair to ensure that the action taken and the meeting record is clear.

Motions for nominations, withdrawal of a motion, agenda order, roll call votes and a point of order do not require a second. Other motions die if they do not receive a second.

The Chair will ask for a voice vote for all final decisions. The Clerk of the Board shall maintain a record of the votes. Any Board Member may request an oral roll call vote on any decision.

At the conclusion of any vote, the Chair will announce the results.

As noted above, Robert's Rules of Order will apply in those areas of procedure not covered under these rules.

2. Withdrawal. A motion may be withdrawn by the mover at any time without the consent of the Board.
3. Tie. A motion that receives a tie vote fails.

4. Table. A motion to lay on the table is not debatable and precludes all amendments or further debate. A motion to lay on the table sets aside a main motion temporarily to take up a more pressing or important issue.
5. Postpone. A motion to postpone to a certain time is debatable and amendable. The matter may be considered later at the same meeting or at a future meeting.

A motion to postpone indefinitely is debatable and is not amendable. It may be reconsidered at the same meeting only if approved by an affirmative vote. This motion is not to postpone, but to reject the matter without a direct vote.

D. Electronic Communications At Meetings.

1. Definitions.

(i) Electronic Communications. Include, but are not limited to, email, text messages, instant messages, voicemail messages, social media posts, tweets or messages or other forms of communications transmitted or received by technological means.

(ii) Electronic Communications Devices. Include, but are not limited to computers, cell phones, notebooks, tablets or other devices capable of transmitting or receiving messages electronically.

2. Electronic Communication Prohibitions. Except as provided below and as to emergencies which require a Board Member's immediate attention, Board Members shall not send or receive electronic communications during a Board Meeting.
3. To ensure focus on the discussions during meetings, Board Members should only use the internet during meetings to access Board agenda packet information, Bard resource documents, including, but not limited to, Board Policies, Bylaws, Robert's Rules of Order or other research relevant to the discussion, other than communications with any person including other Board Members.

E. Communication With Staff.

1. At Meetings. The Executive Director shall insure that appropriate and sufficient members of the staff attend Board Meetings to answer any questions Board Members may have regarding any matters pending before the Board during the Board Meeting.
2. Other Communications. Except during Board Meetings, Board Members should refrain from contacting Staff Members directly. Instead, all requests for information, preparation of reports or initiation of any project or study desired by Board Members must be directed to the Executive Director or his/her designee. When requested, the Executive Director or his/her designee will provide an estimate of the time required to

fulfill a Board Member's request. Unless the information requested is of a personal, confidential or incidental nature, all Board Members will receive the information pursuant to any Board Member request.

F. Ethical Compliance.

1. Standards Of Conduct. Board Members must adhere to Kitsap Transit's Standards of Conduct set forth in Policy 05 of KT's Procurement Manual.
 - (i) The Chair and Board Members shall not contact or direct vendors, firms, businesses or organizations under contract or subcontract to KT to take any action, prepare any significant report or initiate any project or study without the approval of the Board.
 - (ii) Board Members must not attempt to interfere with or influence agency staff, including the Executive Director, in making appointments, awarding contracts, consultant selection or processing development actions. The Executive Director is directed to bring possible violations of this provision to the attention of the Chair or Vice-Chair.

G. Public Records Compliance.

1. Definition. A public record is defined by RCW 42.56.010(3) and includes any document, book, paper, photograph, file, sound recording, machine readable electronic record, electronic communications or other material, regardless of physical form or characteristics, made, received, filed or recorded in connection with the transaction of public business, whether or not confidential or restricted in use.
2. Prohibitions. Board Members should not use any personal Electronic Communication Device for the purpose of discussing, promoting, opposing or otherwise dealing with the conduct, operation, business or discussion of Kitsap Transit or its employees, agents, officers, contractors and Board Members (collectively, "KT Matters"). When dealing with KT Matters, Board Members should use Electronic Communication Devices provided by the Component Jurisdiction they represent or by Kitsap Transit.
3. Records Requests. Board Members must be mindful that if KT receives a records request that includes requests for all records in the possession of Board Members, including records involving KT Matters on Personal or Business Communication Devices, Board Members who have such records must turn over all such records.
4. Refusal To Comply. Board Members who refuse to turn over discoverable records requested by a requester that causes KT to incur fines, penalties, costs and/or attorney fees that would have been avoided but for a Board Member's refusal to comply with the Public Records Act, shall be personally liable to KT for all such fines, penalties, costs and fees.

H. Violations. In addition to the provisions of Section G(4), the Board and/or its Presiding Officer has the following rights to enforce this Section 16 pertaining to Board Conduct.

1. State Law. The Board has power under State law to impose punishment on its Members, short of removal from office, for violation of State law or Board Rules of Conduct.
2. Miscellaneous. If a Member of the Board violates the provisions of this Section 16, the Presiding Officer may call such Member to order, in which case, such Member shall be silent except to explain or continue in order. If the Presiding Officer shall transgress these rules or fail to call such Member to order, any other Member of the Board may, under a point of order, call the Presiding Officer or such other Member to order, in which case the Presiding Officer or such Member, as the case may be, shall be silent except to explain or continue in order. Additional consequences may include a verbal admonition, written reprimand, censure or expulsion from the meeting at which the conduct is occurring. Expulsion for such behavior in the Board's presence shall require the affirmative vote of a 2/3 majority of the Board, specifying in the order of expulsion the cause thereof.

ADOPTED by the Board of Commissioners of Kitsap Transit at a regular meeting thereof, held on ~~17th-3rd~~ day of ~~March~~December, ~~2020~~2024.

~~Charlotte Garrido~~Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board



Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-73, Award Contract Legislative Liaison

SUBMITTED BY: John Clauson

TITLE: Executive Director

DEPARTMENT: Executive

EXHIBITS/ATTACHMENTS: Resolution No. 24-73; Letter of Recommendation

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT: \$ 66,000.00

EXPENDITURE REQUIRED: \$ 78,000.00

FUNDING SOURCE: Capital

REVIEWED BY: Executive Director

REVIEWED DATE: 11/23/2024

SUMMARY STATEMENT:

The current contract with Doty & Associates, Inc., is coming to an end on December 31, 2024, so staff issued a Request for Proposal for Legislative Liaison Services. Two proposals were received for Legislative Liaison Services, KT 24-935. Both proposals were deemed responsive and forwarded to Kitsap Transit's Evaluation Committee. Evaluations were performed based on experience, qualifications, past performance, and cost. Doty & Associates, Inc., scored highest at 906.35 out of 1,000, and pricing was deemed to be fair and responsible.

This resolution authorizes staff to enter into a contract with Doty & Associates, Inc., for a period of three years with two, one-year renewal options. The resolution further delegates authority to the Executive Director to exercise the renewal options.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 24-73, authorizing staff to enter into contract KT 24-935 with Doty & Associates, Inc., for Legislative Liaison Services for three years and delegating authority to the Executive Director to exercise the additional renewal options.

RESOLUTION NO. 24-73

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS
AUTHORIZING STAFF TO ENTER INTO AN AGREEMENT FOR LEGISLATIVE
LIAISON SERVICES

WHEREAS, the current contract with Doty & Associates, Inc., is coming to an end on December 31, 2024, so staff issued a Request for Proposal for Legislative Liaison Services; and

WHEREAS, on October 30, Kitsap Transit received two (2) proposals: Hemstad Consulting and Doty & Associates, Inc.; and

WHEREAS, both proposals were deemed responsive and were forwarded to Kitsap Transit's Evaluation Committee for review; and

WHEREAS, Kitsap Transit's Evaluation Committee evaluated the proposals based on experience, qualifications, past performance, and cost; and

WHEREAS, Procurement staff tabulated the score with Hemstad Consulting scoring 664.50 and Doty & Associates, Inc., scoring 906.35 out of a possible 1,000; and

WHEREAS, Procurement staff completed the responsiveness and responsibility checks, deeming Doty & Associates, Inc., responsive and responsible; and

WHEREAS, service costs for year-one (1) of the three-year contract is seventy-eight thousand dollars (\$78,000), plus reasonable expenses, and with an annual cost of living increase of 3.5% beginning year two (2) and thereafter; and

WHEREAS, the contract includes two (2) one-year (1-year) extensions in an amount still within the Executive Director's approval level; and

WHEREAS, staff recommends entering into contract KT 24-935 with Doty & Associates, Inc.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners hereby authorizes staff to enter into a contract with Doty & Associates, Inc., for Legislative Liaison Services for three (3) years with two (2) one-year (1-year) options; and

BE IT FURTHER RESOLVED that the Board of Commissioners delegates authority to the Executive Director to exercise the renewal options for year four (4) and year five (5).

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board

DRAFT



MEMORANDUM

DATE: November 22, 2024

TO: John Clauson

FROM: Patrick Rogers

SUBJECT: Recommendation to Award- Legislative Liaison Services

On October 16th, Procurement Staff released a Request for Proposal; KT 24-935 Legislative Liaison Services. On October 30th, Kitsap Transit received two (2) proposals in response to their request. Both proposals were deemed responsive and forwarded to the Evaluation Committee for review.

Kitsap Transit’s Evaluation Committee evaluated the proposals based on Experience and Qualifications, Past Performance, and Cost; as described in the solicitation. When the evaluations were complete, Procurement tabulated the scores. Doty & Associates was the highest scoring scored proposer.

	Total Score
Doty and Associates	906.35
Hemstad Consulting	664.50

Procurement Staff has completed the responsiveness and responsibility checks and has deemed Doty & Associates responsive and responsible. The pricing offered has been deemed “fair and reasonable”. Therefore, it is my recommendation that Doty & Associates be awarded the KT 24-935 Legislative Liaison Services contract.

If you have any questions, please contact me at 360-479-6960.

Sincerely,

Patrick Rogers
Purchasing Coordinator



Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-74, Adopting Kitsap Transit's Agency Safety Plan

SUBMITTED BY: John Clauson

TITLE: Executive Director

DEPARTMENT: Executive

EXHIBITS/ATTACHMENTS: Resolution No. 24-74; Exhibit A -Agency Safety Plan see Agenda hyperlink

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT:

EXPENDITURE REQUIRED:

FUNDING SOURCE:

REVIEWED BY: Executive Director

REVIEWED DATE: 11/23/2024

SUMMARY STATEMENT:

Under 49 C.F.R. Part 673, the Federal Transit Administration (FTA), requires Bus Transit systems to develop and implement a Safety Plan that follows a Safety Management System (SMS). Per the Federal Register, Vol. 83. No. 139, a final rule was issued requiring the Safety Plan to be signed by the Accountable Executive and adopted by the Board on an annual basis. The Safety Plan adopted by the Board on September 5, 2023, was updated to account for procedural changes, policy updates, and new policy adoption. Staff have implemented an internal process to bring the Safety Plan forward for Board adoption by December of each year. Staff have worked with an external contractor on the proposed plan and implemented an internal process to have the plan annually reviewed and approved by the Agency Safety Committee per the Bipartisan Infrastructure Law requirements.

RECOMMENDED ACTION/MOTION:

MOTION: Move to Approve Resolution No. 24-74, adopting Kitsap Transit's Agency Safety Plan.

RESOLUTION NO. 24-74

A RESOLUTION OF THE KITSAP TRANSIT BOARD OF COMMISSIONERS ADOPTING KITSAP TRANSIT'S AGENCY SAFETY PLAN

WHEREAS, Kitsap Transit falls under the jurisdiction of the Federal Transit Administration (FTA) and is therefore required to annually adopt and implement a Safety Plan in accordance with 49 C.F.R. Part 673; and

WHEREAS, staff has updated and amended the previously Board adopted Safety Plan to better align with the Safety Management System, as outlined in the Federal Register, Vol. 83, No. 139, issued on July 19, 2018, and in compliance with the Bipartisan Infrastructure Law; and

WHEREAS, staff has worked with an external contractor and their frontline workforce to incorporate required changes that reflect Kitsap Transit's designation as a public transportation provider to an Urbanized Area (UZA) of two hundred thousand or greater; and

WHEREAS, the Safety Plan, referenced herein as Exhibit A, must also be approved by the Safety Committee Labor and Management representatives, the Executive Director as the Accountable Executive, and approved by the Kitsap Transit Board of Commissioners on an annual basis; and

WHEREAS, Kitsap Transit staff now recommends the adoption of the Agency Safety Plan.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners hereby adopts the attached Kitsap Transit Agency Safety Plan.

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board

DRAFT



Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-75, Adopting 2025 Goals

SUBMITTED BY: John Clauson

TITLE: Executive Director

DEPARTMENT: Executive

EXHIBITS/ATTACHMENTS: Resolution 24-75; Exhibit A: Draft Goals

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT: \$ 0.00

EXPENDITURE REQUIRED: \$ 0.00

FUNDING SOURCE:

REVIEWED BY: Executive Director

REVIEWED DATE: 11/23/2024

SUMMARY STATEMENT:

In developing goals for 2025, staff wanted to continue its focus on service reliability, ridership, and operator recruitment. Ideas were presented to the Board at an earlier meeting for discussion. Approval of the goals gives direction to staff on the Board's priorities for the upcoming year. Staff is recommending adoption of the goals as presented.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 24-75, adopting Kitsap Transit's 2025 Goals.

RESOLUTION NO. 24-75

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS ADOPTING
KITSAP TRANSIT'S 2025 AGENCY GOALS

WHEREAS, in past years, staff has established goals for review and approval by the Board prior to preparation and adoption of the budget; and

WHEREAS, in developing goals for 2025, staff wanted to continue to focus on service reliability, ridership, and hiring new operators, especially with the return of Sunday service in 2023, 2024, and into 2025; and

WHEREAS, the proposed 2025 goals are still in line with Kitsap Transit's mission statement of providing "safe, reliable and efficient transportation choices that enhance the quality of life in Kitsap County"; and

WHEREAS, staff recommends approval of the 2025 Kitsap Transit Goals as attached and incorporated herein as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby adopts Kitsap Transit's 2025 agency goals as presented and attached in Exhibit A.

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board

Kitsap Transit 2025 Goals

In continuation of the goals from 2024, and in keeping with Kitsap Transit's mission statement of providing "safe, reliable and efficient transportation choices that enhance the quality of life in Kitsap County," Kitsap Transit staff hereby present the agency goals for 2025:

- Increase overall ridership by 10 percent compared to 2024 performance
- Increase operator FTE count by 20 employees
- Begin construction on Ruby Creek Park & Ride
- Begin construction on electric local ferry
- Enter NEPA process for new Seattle Passenger-Only Ferry Terminal
- Complete certification of new APC system and provide detailed data summaries to Board
- Implement and rollout new payroll software
- Develop and encourage transit operational learning opportunities for Board members



Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-76, Adopting 2025 Legislative Priorities

SUBMITTED BY: John Clauson

TITLE: Executive Director

DEPARTMENT: Executive

EXHIBITS/ATTACHMENTS: Resolution 24-76; Exhibit A: Legislative Priorities; Exhibit B: WSTA Legislative Priorities

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT: \$ 0.00

EXPENDITURE REQUIRED: \$ 0.00

FUNDING SOURCE:

REVIEWED BY: Executive Director

REVIEWED DATE: 11/25/2024

SUMMARY STATEMENT:

Legislative priorities for 2025 were discussed at the November 19, 2024, Board Meeting, where Legislative Liaison Dylan Doty expressed the need for flexibility and to maintain what was allocated. After discussion on toll credits, EV charging, and support of ferry service for Bremerton, Doty developed the list of priorities, which is being presented to the Board for final approval.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 24-76, adopting the 2025 Legislative Priorities for Kitsap Transit.

RESOLUTION NO. 24-76

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS ADOPTING KITSAP TRANSIT'S 2025 LEGISLATIVE PRIORITIES

WHEREAS, Kitsap Transit contracts with Doty & Associates to perform the service of governmental liaison, supporting efforts in the areas of public transportation and passenger-only ferry service interests of Kitsap Transit; and

WHEREAS, at the November 19, 2024, meeting, Doty was available to discuss the legislative priorities for 2025, stressing the need for flexibility and to maintain what had been allocated; and

WHEREAS, with input from the Board and staff, items were added to support a biennial toll credit budget proviso, opportunities for zero-emission bus and ferry technology and EV charging, ferry service for Bremerton, and continued support of the Washington State Transit Association's (WSTA) legislative agenda; and

WHEREAS, the 2025 Legislative Priorities will provide Doty & Associates and KT's Executive Director with direction to advocate KT's position with members of the Washington State Legislature, legislative staff, Executive Branch personnel (including the Washington State Department of Transportation, Washington State Office of Financial Management, Public Policy Division and Governor's Office), and other local governments, and civic and professional interest groups as necessary; and

WHEREAS, the 2025 Legislative Priorities are attached and incorporated herein as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby adopts the 2025 Legislative Priorities for Kitsap Transit as presented and attached in Exhibit A.

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board

DRAFT



2025 Legislative Priorities

- Secure biennial toll credit budget proviso
 - In recent budgets, KT has successfully obtained authorization to utilize up to \$5 million in toll credits for federal match requirements for grant funding for POF-related activities. KT will seek inclusion of a budget proviso to authorize the same in the 2025-27 biennial transportation budget.
- Explore opportunities for expanded investment in zero-emission bus and ferry technology, as well as local electric infrastructure opportunities
 - KT will seek opportunities for state investments in electric and other zero-emission priorities for both the public and KT workers and visitors.
- Preserve and protect state investments in public transportation generally, and KT projects specifically
 - KT will support efforts to preserve and maintain funding for public transit and multimodal grant programs in general, and KT-related projects and investments in particular. KT will work to ensure full funding of the commitments made by the Legislature in both the Connecting Washington and Move Ahead Washington packages.
- Support efforts to ensure adequate ferry service to Bremerton
 - In addition to supporting the continued health and stability of Washington State Ferry service to and from Kitsap County, KT will continue to pursue interim funding opportunities for POF service, as necessary, to help backfill during WSF service interruptions.
- Support WSTA Legislative Agenda
 - KT will monitor, and support as appropriate, the legislative priorities of the Washington State Transit Association. WSTA's top priorities include preserving and maintaining public transit investments, enhancing recruitment and retention opportunities for transit operators, promoting zero-emission transit infrastructure, engaging on board governance issues, and more.

WSTA Members

- Asotin County Transit
- Ben Franklin Transit
- C-TRAN
- Central Transit
- Clallam Transit
- Columbia County Public Transportation
- Community Transit
- Everett Transit
- Garfield County Public Transportation
- Grant Transit Authority
- Grays Harbor Transportation Authority
- Intercity Transit
- Island Transit
- Jefferson Transit
- King County Metro
- Kitsap Transit
- Lewis County Transit
- Link Transit
- Mason Transit Authority
- Pacific Transit
- Pierce Transit
- Pullman Transit
- RiverCities Transit
- Skagit Transit
- Sound Transit
- Spokane Transit Authority
- TranGo
- Valley Transit
- Whatcom Transportation Authority
- WSDOT – Division of Public Transportation
- Yakima Transit



Preserve, Maintain & Increase Public Transit Investments

Support efforts to preserve, maintain and Increase funding for public transit and multimodal grant programs. Ensure full funding of the commitments made by the Legislature, including commitments from Connecting Washington and Move Ahead Washington Legislation.

Incentivize Transition to Zero-Emission Fleets

Support policies and legislation that provides significant incentives to operate and purchase zero-emission transit vehicles, capital infrastructure and transition fleets to zero-emission. Legislation and policy should not extend beyond the financial abilities of agencies as well as current zero-emission technology capabilities.

Support Safety and Security for Transit Employees and Customers

WSTA supports policies and legislation, including additional funding, that strengthen and advance transit employees' and customers' safety and security. This includes but are not limited to improvements to the built environment to ensure capital facilities are safe, clean, and attractive; building on success in pilot programs involving behavioral health and customer service support; and education efforts to provide tools and resources to employees and customers.

Protect the Effective and Efficient Delivery of Public Transit

Support efforts that facilitate safe, cost-effective, and efficient delivery of transit operations, services, project, and governance. Monitor legislation which impacts those efforts, including but not limited to, funding, OPMA, land use development, public records, procurement, leased land management, insurance, and changes to RCWs about public transit authorities. When necessary, oppose legislation that would negatively impact public transit.

WSTA's Advocacy Team

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Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-77, Approve 2025 Operating and Capital Budget

SUBMITTED BY: John Clauson

TITLE: Executive Director

DEPARTMENT: Executive

EXHIBITS/ATTACHMENTS: Resolution 24-77; Exhibit A: Transit Fund Operating and Capital Budget; Exhibit B: Ferry Fund Operating and Capital Budget; Exhibit C: Structure and Staffing Chart; Exhibit D: Non-Represented Salary Schedule

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT: \$ 0.00

EXPENDITURE REQUIRED: \$ 0.00

FUNDING SOURCE:

REVIEWED BY: Executive Director

REVIEWED DATE: 11/26/2024

SUMMARY STATEMENT:

This resolution approves the proposed 2025 operating and capital budgets for the Transit Fund and the Ferry Fund, the structure and staffing chart, and the proposed non-represented salary schedule as presented in Exhibits A through D.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 24-77, approving the 2025 operating and capital budgets for the Transit Fund and the Ferry Fund, the Structure and Staffing Chart, and the Non-Represented Salary Schedule for Kitsap Transit as presented in Exhibits A through D.

RESOLUTION NO. 24-77

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS APPROVING THE 2025 OPERATING AND CAPITAL BUDGETS FOR KITSAP TRANSIT

WHEREAS, Kitsap Transit is required to have an annual budget for its operating and capital expenditures; and

WHEREAS, Kitsap Transit staff prepared the proposed 2025 operating and capital budgets for the Transit Fund and the Ferry Fund, attached and incorporated by reference herein as Exhibits A and B; and

WHEREAS, staff also prepared the 2025 structure and staffing chart and the proposed non-represented salary schedule, which are attached and incorporated by reference herein as Exhibits C and D; and

WHEREAS, staff have either presented, or made available, the 2025 budgets and supporting materials to each member of the Board of Commissioners; and

WHEREAS, staff now recommend adoption of the attached 2025 Kitsap Transit operating and capital budgets and all supporting documents referenced herein as Exhibits A through D.

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners hereby approve the 2025 operating and capital budgets for the Transit Fund and the Ferry Fund, the structure and staffing chart, and the non-represented salary schedule for Kitsap Transit as presented in Exhibits A through D.

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board

DRAFT

2025 Operating Budget - Consolidated

	2025 Operating Budget			Five Year Outlook				
	Transit Fund	Ferry Fund	Consolidated	2026	2027	2028	2029	2030
Routed Fare	1,682,000	-	1,682,000	1,715,600	1,749,900	1,784,900	1,820,600	1,857,000
Worker Driver Fare	748,000	-	748,000	763,000	778,300	793,900	809,800	826,000
Van Pool Fare	251,000	-	251,000	256,000	261,100	266,300	271,600	277,000
Ferry Fare	-	6,268,000	6,268,000	6,669,000	6,979,000	7,304,000	7,644,000	8,002,000
Access Fare	160,000	-	160,000	163,200	166,500	169,800	173,200	176,700
Parking	204,000	-	204,000	204,000	204,000	204,000	204,000	204,000
Lease Income	498,000	-	498,000	314,100	259,700	262,300	264,900	267,500
Other Operating Income	30,000	-	30,000	30,000	30,000	30,000	30,000	30,000
Operating Revenue	3,573,000	6,268,000	9,841,000	10,114,900	10,428,500	10,815,200	11,218,100	11,640,200
General Administration	7,409,089	2,722,225	10,131,314	10,071,000	10,574,000	11,103,000	11,658,000	12,241,000
Capital Development	1,380,739	-	1,380,739	1,334,000	1,401,000	1,392,000	1,462,000	1,535,000
Customer Service	1,187,081	-	1,187,081	1,246,000	1,308,000	1,373,000	1,442,000	1,514,000
Routed Service	18,087,434	-	18,087,434	18,887,000	19,768,000	20,756,000	21,794,000	22,884,000
Worker Driver	1,452,573	-	1,452,573	1,525,000	1,601,000	1,681,000	1,765,000	1,853,000
Access	12,918,024	-	12,918,024	13,459,000	14,069,000	14,772,000	15,511,000	16,287,000
Rideshare	426,555	-	426,555	448,000	470,000	494,000	519,000	545,000
Ferry Service (Local & Fast Ferry)	-	14,298,639	14,298,639	15,014,000	15,765,000	16,554,000	17,382,000	18,251,000
Vehicle Maintenance	12,531,726	-	12,531,726	13,158,000	13,816,000	14,507,000	15,232,000	15,994,000
Vessel and Ferry Terminal Maintenance	-	9,425,850	9,425,850	7,797,000	8,187,000	8,596,000	9,026,000	9,477,000
Transit Facility Maintenance	4,310,449	-	4,310,449	4,526,000	4,752,000	4,990,000	5,240,000	5,502,000
Service Development	3,503,500	-	3,503,500	3,490,000	3,665,000	3,848,000	4,040,000	4,242,000
Operating Expense	63,207,170	26,446,714	89,653,884	90,955,000	95,376,000	100,066,000	105,071,000	110,325,000
Sales Tax Revenue	59,352,000	22,228,000	81,580,000	84,435,320	87,390,000	90,448,000	93,614,000	96,891,000
State Operating Grant - CTR / SNPT	125,000	-	125,000	125,000	125,000	125,000	125,000	125,000
State Transit Support Grant	-	300,000	300,000	10,000,000	-	10,000,000	-	10,000,000
Other Operating Grant - PM	-	2,000,000	2,000,000	2,206,000	2,000,000	2,000,000	2,000,000	2,000,000
Interest Income	2,100,000	192,000	2,292,000	1,352,000	1,231,000	706,000	574,000	427,000
Depreciation	(8,980,000)	(3,660,000)	(12,640,000)	(12,640,000)	(12,640,000)	(12,640,000)	(12,640,000)	(12,640,000)
Amortization	(313,324)	(12,156)	(325,480)	(80,000)	(80,000)	(80,000)	(80,000)	(80,000)
Interest Expense	(2,400)	(710,000)	(712,400)	(628,000)	(544,000)	(459,000)	(371,270)	(281,704)
Sales Tax Collection Fee	(593,520)	(222,280)	(815,800)	(844,300)	(873,800)	(904,000)	(936,100)	(968,900)
NonOperating Revenue/Expense	51,687,756	20,115,564	71,803,320	83,926,020	76,608,200	89,196,000	82,285,630	95,472,396
Net Income (loss)	(7,946,414)	(63,150)	(8,009,564)	3,085,920	(8,339,300)	(54,800)	(11,567,270)	(3,212,404)
BEGINNING UNRESTRICTED RESERVE	71,076,000	17,242,000	88,318,000	83,010,916	83,979,671	69,502,371	63,234,571	45,374,301
Cash Flow From Operations	1,346,910	3,609,006	4,955,916	15,805,920	4,380,700	12,665,200	1,152,730	9,507,596
Debt Service (bond principal)	(282,000)	(3,005,000)	(3,287,000)	(3,080,000)	(3,150,000)	(3,225,000)	(3,305,000)	(3,385,000)
Capital Program (net local contribution)	(39,776,000)	(4,794,000)	(44,570,000)	(15,708,000)	(15,708,000)	(15,708,000)	(15,708,000)	(15,708,000)
Reserve - Draw / (Deposit)	(900,000)	600,000	(300,000)	-	-	-	-	-
Bremerton UZA Stimulus Funding	18,100,000	3,794,000	21,894,000	3,950,835	-	-	-	-
ENDING UNRESTRICTED RESERVE	65,564,910	17,446,006	83,010,916	83,979,671	69,502,371	63,234,571	45,374,301	35,788,897
Estimated Minimum Reserve	18,118,000	8,455,000	26,573,000	26,826,000	27,928,000	29,098,000	30,347,000	31,658,000
Estimated Excess of Reserve	47,446,910	8,991,006	56,437,916	57,153,671	41,574,371	34,136,571	15,027,301	4,130,897
Restricted Reserve - Capital Project	-	-	-	-	-	-	-	-
Restricted Reserve - Fleet Reserve	-	-	-	-	-	-	-	-
Restricted Reserve - Contingency	4,000,000	-	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Restricted Reserve - Fuel	2,235,960	400,000	2,635,960	2,635,960	2,635,960	2,635,960	2,635,960	2,635,960

Exhibit A 2025 Operating Budget – Transit Fund

	Current Year	Prior Year	Variance		Five Year Outlook				
	Budget (2025)	Budget (2024)	(\$)	(%)	2026	2027	2028	2029	2030
Routed Fare	1,682,000	1,339,200	342,800	25.60%	1,715,600	1,749,900	1,784,900	1,820,600	1,857,000
Worker Driver Fare	748,000	752,400	(4,400)	-0.58%	763,000	778,300	793,900	809,800	826,000
Van Pool Fare	251,000	201,600	49,400	24.50%	256,000	261,100	266,300	271,600	277,000
Access Fare	160,000	223,200	(63,200)	-28.32%	163,200	166,500	169,800	173,200	176,700
Parking	204,000	180,000	24,000	13.33%	204,000	204,000	204,000	204,000	204,000
Lease Income	498,000	500,000	(2,000)	-0.40%	314,100	259,700	262,300	264,900	267,500
Other Operating Income	30,000	12,000	18,000	150.00%	30,000	30,000	30,000	30,000	30,000
Operating Revenue	3,573,000	3,208,400	364,600	11.36%	3,445,900	3,449,500	3,511,200	3,574,100	3,638,200
General Administration	7,409,089	6,982,106	426,983	6.12%	7,528,000	7,904,000	8,299,000	8,714,000	9,150,000
Capital Development	1,380,739	1,085,547	295,192	27.19%	1,334,000	1,401,000	1,392,000	1,462,000	1,535,000
Customer Service	1,187,081	1,126,743	60,338	5.36%	1,246,000	1,308,000	1,373,000	1,442,000	1,514,000
Routed Service	18,087,434	17,183,324	904,110	5.26%	18,887,000	19,768,000	20,756,000	21,794,000	22,884,000
Worker Driver	1,452,573	1,461,176	(8,603)	-0.59%	1,525,000	1,601,000	1,681,000	1,765,000	1,853,000
Access	12,918,024	11,738,613	1,179,411	10.05%	13,459,000	14,069,000	14,772,000	15,511,000	16,287,000
Rideshare	426,555	472,846	(46,291)	-9.79%	448,000	470,000	494,000	519,000	545,000
Vehicle Maintenance	12,531,726	12,125,589	406,137	3.35%	13,158,000	13,816,000	14,507,000	15,232,000	15,994,000
Facilities	4,310,449	3,998,962	311,487	7.79%	4,526,000	4,752,000	4,990,000	5,240,000	5,502,000
Service Development	3,503,500	3,934,025	(430,525)	-10.94%	3,490,000	3,665,000	3,848,000	4,040,000	4,242,000
Operating Expense	63,207,170	60,108,931	3,098,239	5.15%	65,601,000	68,754,000	72,112,000	75,719,000	79,506,000
Sales Tax Revenue	59,352,000	58,926,000	426,000	0.72%	61,429,320	63,579,000	65,804,000	68,107,000	70,491,000
State Operating Grant - CTR / SNPT	125,000	115,000	10,000	8.70%	125,000	125,000	125,000	125,000	125,000
State Transit Support Grant	-	-	-	-	7,000,000	-	7,000,000	-	7,000,000
Interest Income	2,100,000	2,400,000	(300,000)	-12.50%	1,070,000	954,000	546,000	441,000	322,000
Depreciation	(8,980,000)	(7,600,000)	(1,380,000)	18.16%	(8,980,000)	(8,980,000)	(8,980,000)	(8,980,000)	(8,980,000)
Amortization	(313,324)	(66,000)	(247,324)	374.73%	(68,000)	(68,000)	(68,000)	(68,000)	(68,000)
Interest Expense	(2,400)	(7,700)	5,300	-68.83%	-	-	-	-	-
Sales Tax Collection Fee	(593,520)	(589,260)	(4,260)	0.72%	(614,300)	(635,800)	(658,000)	(681,100)	(704,900)
NonOperating Revenue/Expense	51,687,756	53,178,040	(1,490,284)	-2.80%	59,962,020	54,974,200	63,769,000	58,943,900	68,185,100
Net Income (loss)	(7,946,414)	(3,722,491)	(4,223,923)		(2,193,080)	(10,330,300)	(4,831,800)	(13,201,000)	(7,682,700)
BEGINNING UNRESTRICTED RESERVE	71,076,000	65,900,000			65,564,910	61,198,830	48,695,530	41,690,730	26,316,730
Cash Flow From Operations	1,346,910	3,943,509			6,854,920	(1,282,300)	4,216,200	(4,153,000)	1,365,300
Debt Service (principal)	(282,000)	(271,050)			-	-	-	-	-
Capital Program (net local contribution)	(39,776,000)	(15,805,000)			(11,221,000)	(11,221,000)	(11,221,000)	(11,221,000)	(11,221,000)
Bremerton UZA Stimulus Funding	18,100,000	15,805,000			-	-	-	-	-
Fuel Reserve	(900,000)	(600,000)			-	-	-	-	-
Release of Restricted Reserves	16,000,000	-			-	-	-	-	-
ENDING UNRESTRICTED RESERVE	65,564,910	68,972,459			61,198,830	48,695,530	41,690,730	26,316,730	16,461,030
Estimated Minimum Reserve	18,118,000	-			18,645,000	19,434,000	20,273,000	21,175,000	22,122,000
Estimated Excess of Reserve	47,446,910	-			42,553,830	29,261,530	21,417,730	5,141,730	(5,660,970)
Restricted Reserve - Capital Project	-	-			-	-	-	-	-
Restricted Reserve - Fleet Reserve	-	-			-	-	-	-	-
Restricted Reserve - Contingency	4,000,000	-			4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Restricted Reserve - Fuel	2,235,960	-			2,235,960	2,235,960	2,235,960	2,235,960	2,235,960

Exhibit A

2025 Capital Budget – Transit Fund

Bus Fund	2025 Budget Total	Total Local	FTA 5307	FTA 5337	FTAPFG	FTA 5339	FTA RAISE	FHWA FBP	FHWA STP	WSDOT	WSDOC	2025 Est Local Expense
Vehicles												
Routed Coaches	20,610,452	8,334,949	11,476,775			798,728						8,339,434
Access Bus/VanLink Replacements (19 P1/27 VI, Reg/3 Expansion- Encumbered)	8,592,059	1,661,310								6,930,749		1,661,310
Inductive Charging (Bases)	4,608,000	768,000								3,840,000		1,600,000
Electric Bus (10) Charleston & North Base Chargers	12,093,655	2,418,731								9,674,924		1,500,000
Supervisor Vehicles (4 Encumbered)	262,223	262,223										262,223
Worker Driver Buses (5 Encumbered)	5,379,275	5,379,275										5,379,275
Gilling Rebuilds	700,000	700,000										700,000
Vanpool Replacements/Expansion (11 Encumbered)	735,640	735,640										735,640
APC Systems Equipment/Digital Signage	7,769,683	7,769,683										5,800,000
Operations Bases	0	0										
Harborside/BTC:	0	0										
Harborside Tenant Improvements	20,000	20,000										20,000
Third Floor Design and Remodel (2025 design budget only)	500,000	500,000										250,000
Charleston Base:	0	0										
Crash Deterrent System	200,000	200,000										200,000
Dispatch Furniture	80,000	80,000										80,000
Mini Heat Pump Replacements (5)	95,000	95,000										0
Charleston Generator Replacement	2,072,895	414,579								1,658,316		414,579
North Base:	0	0										
North Base HD Maintenance Facility PE/Env	2,700,417	19,459	2,299,373			381,585						19,459
North Base HD Maintenance Facility RAISE CN	21,250,000	4,250,000					17,000,000					175,000
South Base:	0	0										
South Base (ESA, Permits, CM) (Env.)	215,483	42,603				172,880						42,603
Transit Centers / Park & Ride	0	0										
HWY 16 P & R PE/Design/ROW (Ruby Creek)	3,157,825	587,652							2,570,173			587,652
HWY 16 P & R CN (Ruby Creek)	19,070,812	8,648,936	4,031,762			140,114				6,250,000		2,800,000
Sewer Lift Station Hwy 16 (Ruby Creek)	3,307,251	3,307,251										1,500,000
Silverdale Transit Center	4,766,587	1,125,000	3,533,642			107,945						1,125,000
Gateway Bus Storage Facility & P/R PE/Design	842,400	122,400							720,000			130,000
Gateway Center Rehabilitation - Environmental & Improvements (warehouse lighting/flooring)	900,000	900,000										160,000
Gateway Training Room Expansion & ACCESS CSA Move	500,000	500,000										500,000
SR 104 Park & Ride PE/Design	560,000	85,000							475,000			85,000
Port Orchard Transit Center PL	665,867	133,174							532,693			133,174
Bus Stops (shelters, pads & CN)	100,000	100,000										13,315
West Bremerton Hydrogen Fueling & P&R (Environmental, Demo & Design)	6,880,484	2,120,953	2,959,531						1,800,000			500,000
Poulsbo Park & Ride (10% Design, ROW & PE) (Johnson Rd.)	2,735,738	1,345,738							1,390,000			500,000
Inductive Charging TC's (NB, WBTC & BITC) (encumbered)	2,255,000	2,085,000								170,000		2,085,000
Silverdale Park & Ride (Site Analysis, 10% & ROW)	150,000	150,000										0
Operator Training Facility (10% & ROW)	1,200,000	1,200,000										1,200,000
Day Road Park & Ride (Design & Construction)	11,103,497	3,094,117								8,009,380		575,000

Exhibit A

2025 Capital Budget – Transit Fund (Cont.)

Bus Fund	2025 Budget Total	Total Local	FTA 5307	FTA 5337	FTA PFG	FTA 5339	FTA RAISE	FHWA FBP	FHWA STP	WSDOT	WSDOC	2025 Est Local Expense
Equipment and Systems												
Computer Infrastructure Improvements (Fiber SB & CB) (encumbered)	67,000	67,000										67,000
Servers and Capitalized Computer Equip.	70,000	70,000										70,000
VEEM Backup and Recovery Software/Server	25,000	25,000										25,000
APC UPS for Servers	60,000	60,000										60,000
IP Cameras (Resulting from Perimeter Security Study)/BTC Security Upgrades	947,500	397,500						550,000				137,500
Digital Bus Stop Panels (APC Dep.)	100,000	100,000										0
Payroll Systems Implementation	50,000	50,000										50,000
Event Bleachers	8,000	8,000										0
Maintenance Training Equipment (encumbered)	125,000	125,000										125,000
Simulator Programming	170,000	170,000										0
Radio System Upgrade	500,000	500,000										150,000
Website Content Management System	150,000	150,000										18,000
Bus Fund Total	148,352,743	60,879,173	24,301,083	0	0	1,601,252	17,000,000	0	8,037,866	36,533,369	0	39,776,164

Exhibit B 2025 Operating Budget – Ferry Fund

	Current Year	Prior Year	Variance		Five Year Outlook				
	Budget (2025)	Budget (2024)	(\$)	(%)	2026	2027	2028	2029	2030
Local Ferry Fare Revenue	775,000	627,600	147,400	23.49%	791,000	807,000	823,000	839,000	856,000
Fast Ferry Fare Revenue - Bremerton	3,593,000	2,095,300	1,497,700	71.48%	3,845,000	4,037,000	4,239,000	4,451,000	4,674,000
Fast Ferry Fare Revenue - Kingston	745,000	420,200	324,800	77.30%	797,000	837,000	879,000	923,000	969,000
Fast Ferry Fare Revenue - Southworth	1,155,000	554,400	600,600	108.33%	1,236,000	1,298,000	1,363,000	1,431,000	1,503,000
Operating Revenue	6,268,000	3,697,500	2,570,500	69.52%	6,669,000	6,979,000	7,304,000	7,644,000	8,002,000
General Administration	2,722,225	2,776,084	(53,859)	-1.94%	2,543,000	2,670,000	2,804,000	2,944,000	3,091,000
Local Foot Ferry	2,531,121	2,310,196	220,925	9.56%	2,658,000	2,791,000	2,931,000	3,078,000	3,232,000
Bremerton Fast Ferry	4,316,494	4,373,649	(57,155)	-1.31%	4,532,000	4,759,000	4,997,000	5,247,000	5,509,000
Kingston Fast Ferry	3,663,545	3,518,607	144,938	4.12%	3,847,000	4,039,000	4,241,000	4,453,000	4,676,000
Southworth Fast Ferry	3,787,479	3,323,126	464,353	13.97%	3,977,000	4,176,000	4,385,000	4,604,000	4,834,000
Maintenance - Vessel and Terminal	9,425,850	7,681,775	1,744,075	22.70%	7,797,000	8,187,000	8,596,000	9,026,000	9,477,000
Operating Expense	26,446,714	23,983,437	2,463,277	10.27%	25,354,000	26,622,000	27,954,000	29,352,000	30,819,000
Sales Tax Revenue	22,228,000	22,086,000	142,000	0.64%	23,006,000	23,811,000	24,644,000	25,507,000	26,400,000
State Transit Support Grant	300,000	-	300,000		3,000,000		3,000,000		3,000,000
Other Operating Grant - PM	2,000,000	700,000	1,300,000	185.71%	2,206,000	2,000,000	2,000,000	2,000,000	2,000,000
Interest Income	192,000	300,000	(108,000)	-36.00%	282,000	277,000	160,000	133,000	105,000
Depreciation	(3,660,000)	(2,700,000)	(960,000)	35.56%	(3,660,000)	(3,660,000)	(3,660,000)	(3,660,000)	(3,660,000)
Amortization	(12,156)	(12,000)	(156)	1.30%	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)
Interest Expense - 2017 Bond	(710,000)	(792,000)	82,000	-10.35%	(628,000)	(544,000)	(459,000)	(371,270)	(281,704)
Sales Tax Collection Fee	(222,280)	(220,860)	(1,420)	0.64%	(230,000)	(238,000)	(246,000)	(255,000)	(264,000)
NonOperating Revenue/Expense	20,115,564	19,361,140	754,424	3.90%	23,964,000	21,634,000	25,427,000	23,341,730	27,287,296
Net Income (loss)	(63,150)	(924,797)	861,647	-93.2%	5,279,000	1,991,000	4,777,000	1,633,730	4,470,296
BEGINNING RESERVES	17,242,000	15,508,000			17,446,006	22,780,841	20,806,841	21,543,841	19,057,571
Cash Flow From Operations	3,609,006	1,787,203			8,951,000	5,663,000	8,449,000	5,305,730	8,142,296
2017 Bond (principal)	(3,005,000)	(2,935,000)			(3,080,000)	(3,150,000)	(3,225,000)	(3,305,000)	(3,385,000)
Capital Program Expenditures	(4,794,000)	(5,558,000)			(4,487,000)	(4,487,000)	(4,487,000)	(4,487,000)	(4,487,000)
Capital Reserve - Draw / (Deposit)	1,000,000	-			-	-	-	-	-
Seattle UZA Stimulus Funding	-	-			-	-	-	-	-
Bremerton UZA Stimulus Funding	3,794,000	5,558,000			3,950,835	-	-	-	-
Fuel Reserve	(400,000)	-			-	-	-	-	-
ENDING RESERVES	17,446,006	14,360,203			22,780,841	20,806,841	21,543,841	19,057,571	19,327,867
Estimated Minimum Reserve	8,455,000				8,181,000	8,494,000	8,825,000	9,172,000	9,536,000
Estimated Excess of Reserve	8,991,006				14,599,841	12,312,841	12,718,841	9,885,571	9,791,867
Restricted Reserve - Fuel	400,000				400,000	400,000	400,000	400,000	400,000

Exhibit B
2025 Capital Budget – Ferry Fund

Ferry Fund	2025 Budget Total	Total Local	FTA 5307	FTA 5337	FTAPFG	FTA 5339	FTA RAISE	FHWA FBP	FHWA STP	WSDOT	WSDOC	2025 Est Local Expense
Vessels												
Owner Representation (All Ferry Projects)	2,000,000	2,000,000										275,000
Electric Fast Foil Ferry Design & Prototype	5,750,000	550,000									5,200,000	175,000
Kingston Fast Ferry	17,531,963	4,031,963						13,500,000				125,000
Electric Foot Ferry & Infrastructure (Design & Construction) - Waterman II	14,735,674	1,695,503			7,700,000					5,340,171		600,000
Ferry Terminal & Maintenance Facilities												
Seattle Terminal PE (10% & Environmental/PE)	6,846,734	1,193,570	4,872,260	780,904								750,000
Southworth Terminal Redevelopment (WSF Partner)	3,103,804	853,804		2,250,000								300,000
Annapolis Environmental	118,925	118,925										118,925
POF System PM (Vessel & Terminal) (Maint. Parts, Labor, KN Grating, Generators, Nozzles, Water, BFloat Decking)	5,011,818	-	3,210,787	1,801,031								0
Breakwater at Port Orchard Marina (Partnership)	1,000,000	1,000,000										1,000,000
Spare Parts Lady & Commander	148,311	-						148,311				0
Marine Maintenance Fac. (Locate, 10% & ROW)	825,425	825,425										825,425
Marine Maintenance Fac. (Environmental)	2,250,000	2,250,000										500,000
PO Intermodal Terminal PE (partial cost, awaiting add'l grant \$)	1,022,059	170,343						851,716				85,000
Ferry Tools & Equipment												
Ultrasonic Parts Cleaner	40,000	40,000										40,000
Ferry Fund Total	60,384,713	14,729,533	8,083,047	4,831,935	7,700,000	0	0	13,648,311	851,716	5,340,171	5,200,000	4,794,350

Exhibit C 2025 Kitsap Transit Structure and Staffing Chart

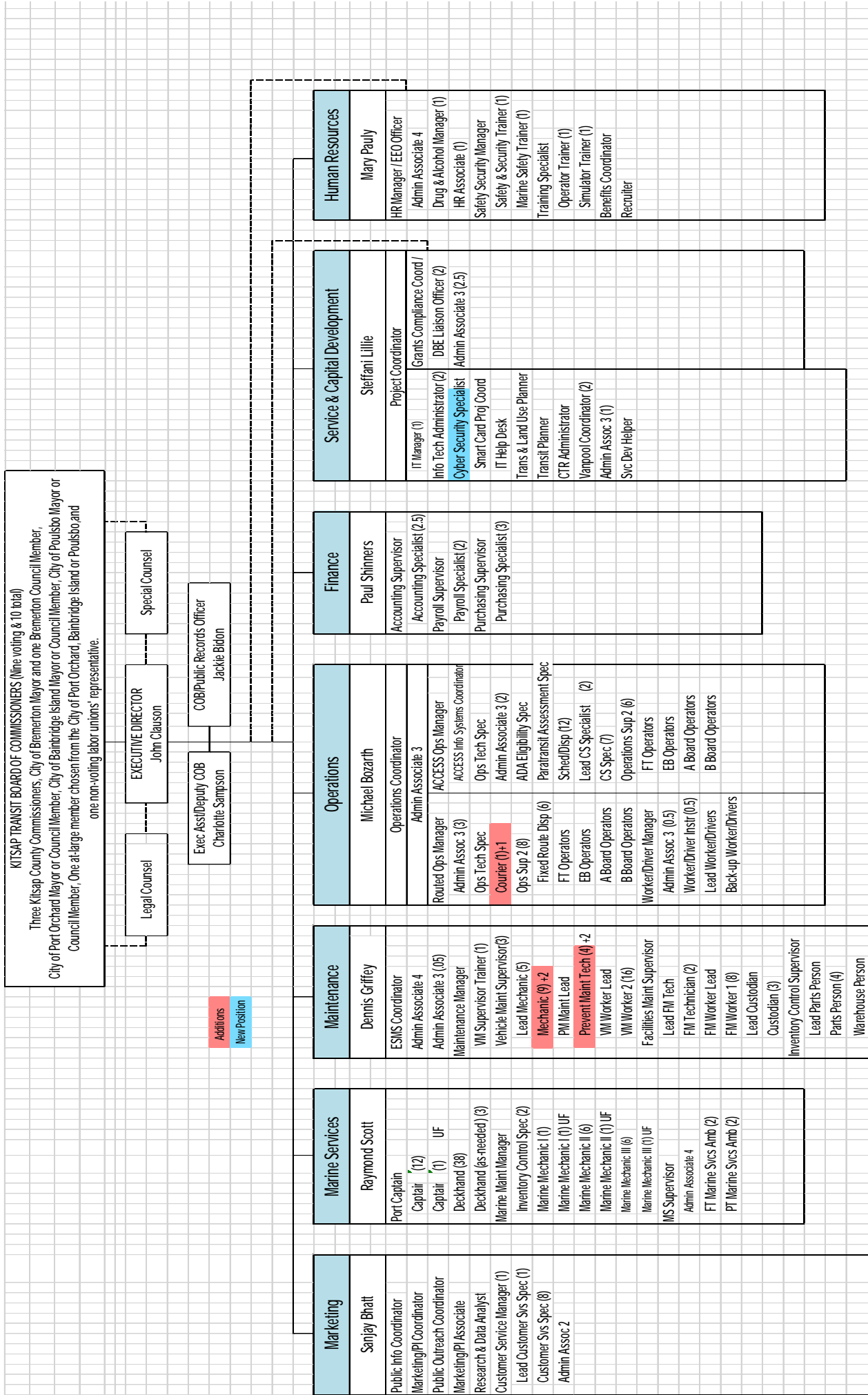


Exhibit D

Non-Represented Employee Group Salary Schedule – Effective January 1, 2025

2025 Proposed Non-Rep Salary Schedule									Longevity Premium (wage may vary based on employee's current step)		
Occupational Job Classes	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	15 years	20 years	25 years
Courier	1	\$ 41,373.29	\$ 43,372.37	\$ 45,573.88	\$ 47,901.92	\$ 50,407.09	\$ 52,912.26	\$ 55,619.87	\$ 56,732.27	\$ 57,844.67	\$ 60,069.46
	Monthly	\$ 3,447.77	\$ 3,614.36	\$ 3,797.82	\$ 3,991.83	\$ 4,200.59	\$ 4,409.36	\$ 4,634.99	\$ 4,727.69	\$ 4,820.39	\$ 5,005.79
		Hourly	\$ 19.89	\$ 20.85	\$ 21.91	\$ 23.03	\$ 24.23	\$ 25.44	\$ 26.74	\$ 27.28	\$ 27.81
Farebox Puller Svc Dev Helper/Parking Lot Att	2	\$ 42,410.79	\$ 44,511.08	\$ 46,737.90	\$ 49,116.55	\$ 51,647.03	\$ 54,202.81	\$ 56,961.03	\$ 58,100.25	\$ 59,239.47	\$ 61,517.91
	Monthly	\$ 3,534.23	\$ 3,709.26	\$ 3,894.83	\$ 4,093.05	\$ 4,303.92	\$ 4,516.90	\$ 4,746.75	\$ 4,841.69	\$ 4,936.62	\$ 5,126.49
		Hourly	\$ 20.39	\$ 21.40	\$ 22.47	\$ 23.61	\$ 24.83	\$ 26.06	\$ 27.39	\$ 27.93	\$ 28.48
	3	\$ 43,372.37	\$ 45,573.88	\$ 47,901.92	\$ 50,407.09	\$ 52,912.26	\$ 55,619.87	\$ 58,352.79	\$ 59,519.84	\$ 60,686.90	\$ 63,021.01
	Monthly	\$ 3,614.36	\$ 3,797.82	\$ 3,991.83	\$ 4,200.59	\$ 4,409.36	\$ 4,634.99	\$ 4,862.73	\$ 4,959.99	\$ 5,057.24	\$ 5,251.75
		Hourly	\$ 20.85	\$ 21.91	\$ 23.03	\$ 24.23	\$ 25.44	\$ 26.74	\$ 28.05	\$ 28.62	\$ 29.18
	4	\$ 44,511.08	\$ 46,737.90	\$ 49,116.55	\$ 51,647.03	\$ 54,202.81	\$ 56,961.03	\$ 59,845.77	\$ 61,042.69	\$ 62,239.60	\$ 64,633.43
	Monthly	\$ 3,709.26	\$ 3,894.83	\$ 4,093.05	\$ 4,303.92	\$ 4,516.90	\$ 4,746.75	\$ 4,987.15	\$ 5,086.89	\$ 5,186.63	\$ 5,386.12
		Hourly	\$ 21.40	\$ 22.47	\$ 23.61	\$ 24.83	\$ 26.06	\$ 27.39	\$ 28.77	\$ 29.35	\$ 29.92
	5	\$ 45,573.88	\$ 47,901.92	\$ 50,407.09	\$ 52,912.26	\$ 55,619.87	\$ 58,352.79	\$ 61,364.06	\$ 62,591.34	\$ 63,818.62	\$ 66,273.18
	Monthly	\$ 3,797.82	\$ 3,991.83	\$ 4,200.59	\$ 4,409.36	\$ 4,634.99	\$ 4,862.73	\$ 5,113.67	\$ 5,215.94	\$ 5,318.22	\$ 5,522.77
		Hourly	\$ 21.91	\$ 23.03	\$ 24.23	\$ 25.44	\$ 26.74	\$ 28.05	\$ 29.50	\$ 30.09	\$ 30.68
	6	\$ 46,737.90	\$ 49,116.55	\$ 51,647.03	\$ 54,202.81	\$ 56,961.03	\$ 59,845.77	\$ 62,857.04	\$ 64,114.18	\$ 65,371.32	\$ 67,885.60
	Monthly	\$ 3,894.83	\$ 4,093.05	\$ 4,303.92	\$ 4,516.90	\$ 4,746.75	\$ 4,987.15	\$ 5,238.09	\$ 5,342.85	\$ 5,447.61	\$ 5,657.13
		Hourly	\$ 22.47	\$ 23.61	\$ 24.83	\$ 26.06	\$ 27.39	\$ 28.77	\$ 30.22	\$ 30.82	\$ 31.43
	7	\$ 47,901.92	\$ 50,407.09	\$ 52,912.26	\$ 55,619.87	\$ 58,352.79	\$ 61,364.06	\$ 64,425.93	\$ 65,714.45	\$ 67,002.97	\$ 69,580.01
	Monthly	\$ 3,991.83	\$ 4,200.59	\$ 4,409.36	\$ 4,634.99	\$ 4,862.73	\$ 5,113.67	\$ 5,368.83	\$ 5,476.20	\$ 5,583.58	\$ 5,798.33
		Hourly	\$ 23.03	\$ 24.23	\$ 25.44	\$ 26.74	\$ 28.05	\$ 29.50	\$ 30.97	\$ 31.59	\$ 32.21
	8	\$ 49,116.55	\$ 51,647.03	\$ 54,202.81	\$ 56,961.03	\$ 59,845.77	\$ 62,857.04	\$ 66,070.74	\$ 67,392.16	\$ 68,713.57	\$ 71,356.40
	Monthly	\$ 4,093.05	\$ 4,303.92	\$ 4,516.90	\$ 4,746.75	\$ 4,987.15	\$ 5,238.09	\$ 5,505.90	\$ 5,616.01	\$ 5,726.13	\$ 5,946.37
		Hourly	\$ 23.61	\$ 24.83	\$ 26.06	\$ 27.39	\$ 28.77	\$ 30.22	\$ 31.76	\$ 32.40	\$ 33.04
	9	\$ 50,407.09	\$ 52,912.26	\$ 55,619.87	\$ 58,352.79	\$ 61,364.06	\$ 64,425.93	\$ 67,766.16	\$ 69,121.49	\$ 70,476.81	\$ 73,187.45
	Monthly	\$ 4,200.59	\$ 4,409.36	\$ 4,634.99	\$ 4,862.73	\$ 5,113.67	\$ 5,368.83	\$ 5,647.18	\$ 5,760.12	\$ 5,873.07	\$ 6,098.95
		Hourly	\$ 24.23	\$ 25.44	\$ 26.74	\$ 28.05	\$ 29.50	\$ 30.97	\$ 32.58	\$ 33.23	\$ 33.88
	10	\$ 51,647.03	\$ 54,202.81	\$ 56,961.03	\$ 59,845.77	\$ 62,857.04	\$ 66,070.74	\$ 69,436.28	\$ 70,825.00	\$ 72,213.73	\$ 74,991.18
	Monthly	\$ 4,303.92	\$ 4,516.90	\$ 4,746.75	\$ 4,987.15	\$ 5,238.09	\$ 5,505.90	\$ 5,786.36	\$ 5,902.08	\$ 6,017.81	\$ 6,249.26
		Hourly	\$ 24.83	\$ 26.06	\$ 27.39	\$ 28.77	\$ 30.22	\$ 31.76	\$ 33.38	\$ 34.05	\$ 34.72
Administrative Associate 2 Customer Service Specialist	11	\$ 52,912.26	\$ 55,619.87	\$ 58,352.79	\$ 61,364.06	\$ 64,425.93	\$ 67,766.16	\$ 71,182.31	\$ 72,605.95	\$ 74,029.60	\$ 76,876.89
	Monthly	\$ 4,409.36	\$ 4,634.99	\$ 4,862.73	\$ 5,113.67	\$ 5,368.83	\$ 5,647.18	\$ 5,931.86	\$ 6,050.50	\$ 6,169.13	\$ 6,406.41
		Hourly	\$ 25.44	\$ 26.74	\$ 28.05	\$ 29.50	\$ 30.97	\$ 32.58	\$ 34.22	\$ 34.91	\$ 35.59
	12	\$ 54,202.81	\$ 56,961.03	\$ 59,845.77	\$ 62,857.04	\$ 66,070.74	\$ 69,436.28	\$ 72,953.64	\$ 74,412.71	\$ 75,871.78	\$ 78,789.93
	Monthly	\$ 4,516.90	\$ 4,746.75	\$ 4,987.15	\$ 5,238.09	\$ 5,505.90	\$ 5,786.36	\$ 6,079.47	\$ 6,201.06	\$ 6,322.65	\$ 6,565.83
		Hourly	\$ 26.06	\$ 27.39	\$ 28.77	\$ 30.22	\$ 31.76	\$ 33.38	\$ 35.07	\$ 35.78	\$ 36.48
	13	\$ 55,619.87	\$ 58,352.79	\$ 61,364.06	\$ 64,425.93	\$ 67,766.16	\$ 71,182.31	\$ 74,699.67	\$ 76,193.66	\$ 77,687.65	\$ 80,675.64
	Monthly	\$ 4,634.99	\$ 4,862.73	\$ 5,113.67	\$ 5,368.83	\$ 5,647.18	\$ 5,931.86	\$ 6,224.97	\$ 6,349.47	\$ 6,473.97	\$ 6,722.97
		Hourly	\$ 26.74	\$ 28.05	\$ 29.50	\$ 30.97	\$ 32.58	\$ 34.22	\$ 35.91	\$ 36.63	\$ 37.35
Administrative Associate 3 Marine Services Ambassador Worker Driver Instructor	14	\$ 56,961.03	\$ 59,845.77	\$ 62,857.04	\$ 66,070.74	\$ 69,436.28	\$ 72,953.64	\$ 76,622.83	\$ 78,155.29	\$ 79,687.74	\$ 82,752.66
	Monthly	\$ 4,746.75	\$ 4,987.15	\$ 5,238.09	\$ 5,505.90	\$ 5,786.36	\$ 6,079.47	\$ 6,385.24	\$ 6,512.94	\$ 6,640.65	\$ 6,896.05
		Hourly	\$ 27.39	\$ 28.77	\$ 30.22	\$ 31.76	\$ 33.38	\$ 35.07	\$ 36.84	\$ 37.57	\$ 38.31
Lead Customer Service Speciali	15	\$ 58,352.79	\$ 61,364.06	\$ 64,425.93	\$ 67,766.16	\$ 71,182.31	\$ 74,699.67	\$ 78,520.69	\$ 80,091.10	\$ 81,661.51	\$ 84,802.34
	Monthly	\$ 4,862.73	\$ 5,113.67	\$ 5,368.83	\$ 5,647.18	\$ 5,931.86	\$ 6,224.97	\$ 6,543.39	\$ 6,674.26	\$ 6,805.13	\$ 7,066.86
		Hourly	\$ 28.05	\$ 29.50	\$ 30.97	\$ 32.58	\$ 34.22	\$ 35.91	\$ 37.75	\$ 38.51	\$ 39.26
	16	\$ 59,845.77	\$ 62,857.04	\$ 66,070.74	\$ 69,436.28	\$ 72,953.64	\$ 76,622.83	\$ 80,494.46	\$ 82,104.35	\$ 83,714.24	\$ 86,934.02
	Monthly	\$ 4,987.15	\$ 5,238.09	\$ 5,505.90	\$ 5,786.36	\$ 6,079.47	\$ 6,385.24	\$ 6,707.87	\$ 6,842.03	\$ 6,976.19	\$ 7,244.50
		Hourly	\$ 28.77	\$ 30.22	\$ 31.76	\$ 33.38	\$ 35.07	\$ 36.84	\$ 38.70	\$ 39.47	\$ 40.25

Exhibit D

Non-Represented Employee Group Salary Schedule – Effective January 1, 2025 (Cont.)

2025 Proposed Non-Rep Salary Schedule									Longevity Premium (wage may vary based on employee's current step)			
Occupational Job Classes	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	15 years	20 years	25 years	
Administrative Associate 4	17	\$ 61,364.06	\$ 64,425.93	\$ 67,766.16	\$ 71,182.31	\$ 74,699.67	\$ 78,520.69	\$ 82,493.54	\$ 84,143.41	\$ 85,793.28	\$ 89,093.02	
	Monthly	\$ 5,113.67	\$ 5,368.83	\$ 5,647.18	\$ 5,931.86	\$ 6,224.97	\$ 6,543.39	\$ 6,874.46	\$ 7,011.95	\$ 7,149.44	\$ 7,424.42	
	Hourly	\$ 29.50	\$ 30.97	\$ 32.58	\$ 34.22	\$ 35.91	\$ 37.75	\$ 39.66	\$ 40.45	\$ 41.25	\$ 42.83	
	18	\$ 62,857.04	\$ 66,070.74	\$ 69,436.28	\$ 72,953.64	\$ 76,622.83	\$ 80,494.46	\$ 84,568.53	\$ 86,259.90	\$ 87,951.27	\$ 91,334.01	
	Monthly	\$ 5,238.09	\$ 5,505.90	\$ 5,786.36	\$ 6,079.47	\$ 6,385.24	\$ 6,707.87	\$ 7,047.38	\$ 7,188.32	\$ 7,329.27	\$ 7,611.17	
	Hourly	\$ 30.22	\$ 31.76	\$ 33.38	\$ 35.07	\$ 36.84	\$ 38.70	\$ 40.66	\$ 41.47	\$ 42.28	\$ 43.91	
Accounting Specialist	19	\$ 64,425.93	\$ 67,766.16	\$ 71,182.31	\$ 74,699.67	\$ 78,520.69	\$ 82,493.54	\$ 86,668.82	\$ 88,402.20	\$ 90,135.57	\$ 93,602.33	
Purchasing Specialist		Monthly	\$ 5,368.83	\$ 5,647.18	\$ 5,931.86	\$ 6,224.97	\$ 6,543.39	\$ 6,874.46	\$ 7,222.40	\$ 7,366.85	\$ 7,511.30	\$ 7,800.19
Marketing & Public Info Associate		Hourly	\$ 30.97	\$ 32.58	\$ 34.22	\$ 35.91	\$ 37.75	\$ 39.66	\$ 41.67	\$ 42.50	\$ 43.33	\$ 45.00
Marine Inventory Control Specialist												
IT Help Desk Technician	20	\$ 66,070.74	\$ 69,436.28	\$ 72,953.64	\$ 76,622.83	\$ 80,494.46	\$ 84,568.53	\$ 88,819.73	\$ 90,596.12	\$ 92,372.52	\$ 95,925.30	
Ops Technical Specialist		Monthly	\$ 5,505.90	\$ 5,786.36	\$ 6,079.47	\$ 6,385.24	\$ 6,707.87	\$ 7,047.38	\$ 7,401.64	\$ 7,549.68	\$ 7,697.71	\$ 7,993.78
		Hourly	\$ 31.76	\$ 33.38	\$ 35.07	\$ 36.84	\$ 38.70	\$ 40.66	\$ 42.70	\$ 43.56	\$ 44.41	\$ 46.12
Payroll Specialist	21	\$ 67,766.16	\$ 71,182.31	\$ 74,699.67	\$ 78,520.69	\$ 82,493.54	\$ 86,668.82	\$ 91,071.85	\$ 92,893.29	\$ 94,714.73	\$ 98,357.60	
	Monthly	\$ 5,647.18	\$ 5,931.86	\$ 6,224.97	\$ 6,543.39	\$ 6,874.46	\$ 7,222.40	\$ 7,589.32	\$ 7,741.11	\$ 7,892.89	\$ 8,196.47	
	Hourly	\$ 32.58	\$ 34.22	\$ 35.91	\$ 37.75	\$ 39.66	\$ 41.67	\$ 43.78	\$ 44.66	\$ 45.54	\$ 47.29	
Scheduler/Dispatcher	22	\$ 69,436.28	\$ 72,953.64	\$ 76,622.83	\$ 80,494.46	\$ 84,568.53	\$ 88,819.73	\$ 93,349.28	\$ 95,216.27	\$ 97,083.25	\$ 100,817.22	
	Monthly	\$ 5,786.36	\$ 6,079.47	\$ 6,385.24	\$ 6,707.87	\$ 7,047.38	\$ 7,401.64	\$ 7,779.11	\$ 7,934.69	\$ 8,090.27	\$ 8,401.44	
	Hourly	\$ 33.38	\$ 35.07	\$ 36.84	\$ 38.70	\$ 40.66	\$ 42.70	\$ 44.88	\$ 45.78	\$ 46.67	\$ 48.47	
	23	\$ 71,182.31	\$ 74,699.67	\$ 78,520.69	\$ 82,493.54	\$ 86,668.82	\$ 91,071.85	\$ 95,677.32	\$ 97,590.86	\$ 99,504.41	\$ 103,331.50	
	Monthly	\$ 5,931.86	\$ 6,224.97	\$ 6,543.39	\$ 6,874.46	\$ 7,222.40	\$ 7,589.32	\$ 7,973.11	\$ 8,132.57	\$ 8,292.03	\$ 8,610.96	
	Hourly	\$ 34.22	\$ 35.91	\$ 37.75	\$ 39.66	\$ 41.67	\$ 43.78	\$ 46.00	\$ 46.92	\$ 47.84	\$ 49.68	
	24	\$ 72,953.64	\$ 76,622.83	\$ 80,494.46	\$ 84,568.53	\$ 88,819.73	\$ 93,349.28	\$ 98,055.97	\$ 100,017.09	\$ 101,978.20	\$ 105,900.44	
	Monthly	\$ 6,079.47	\$ 6,385.24	\$ 6,707.87	\$ 7,047.38	\$ 7,401.64	\$ 7,779.11	\$ 8,171.33	\$ 8,334.76	\$ 8,498.18	\$ 8,825.04	
	Hourly	\$ 35.07	\$ 36.84	\$ 38.70	\$ 40.66	\$ 42.70	\$ 44.88	\$ 47.14	\$ 48.09	\$ 49.03	\$ 50.91	
Human Resources Associate	25	\$ 74,699.67	\$ 78,520.69	\$ 82,493.54	\$ 86,668.82	\$ 91,071.85	\$ 95,677.32	\$ 100,510.53	\$ 102,520.74	\$ 104,530.95	\$ 108,551.37	
	Monthly	\$ 6,224.97	\$ 6,543.39	\$ 6,874.46	\$ 7,222.40	\$ 7,589.32	\$ 7,973.11	\$ 8,375.88	\$ 8,543.39	\$ 8,710.91	\$ 9,045.95	
	Hourly	\$ 35.91	\$ 37.75	\$ 39.66	\$ 41.67	\$ 43.78	\$ 46.00	\$ 48.32	\$ 49.29	\$ 50.26	\$ 52.19	
Marine Mechanic III	26	\$ 76,622.83	\$ 80,494.46	\$ 84,568.53	\$ 88,819.73	\$ 93,349.28	\$ 98,055.97	\$ 103,041.01	\$ 105,101.83	\$ 107,162.65	\$ 111,284.29	
	Monthly	\$ 6,385.24	\$ 6,707.87	\$ 7,047.38	\$ 7,401.64	\$ 7,779.11	\$ 8,171.33	\$ 8,586.75	\$ 8,758.49	\$ 8,930.22	\$ 9,273.69	
	Hourly	\$ 36.84	\$ 38.70	\$ 40.66	\$ 42.70	\$ 44.88	\$ 47.14	\$ 49.54	\$ 50.53	\$ 51.52	\$ 53.50	
Benefits Coordinator	27	\$ 78,520.69	\$ 82,493.54	\$ 86,668.82	\$ 91,071.85	\$ 95,677.32	\$ 100,510.53	\$ 105,596.79	\$ 107,708.72	\$ 109,820.66	\$ 114,044.53	
	Operations Coordinator	Monthly	\$ 6,543.39	\$ 6,874.46	\$ 7,222.40	\$ 7,589.32	\$ 7,973.11	\$ 8,375.88	\$ 8,799.73	\$ 8,975.73	\$ 9,151.72	\$ 9,503.71
	Executive Asst/Deputy COB	Hourly	\$ 37.75	\$ 39.66	\$ 41.67	\$ 43.78	\$ 46.00	\$ 48.32	\$ 50.77	\$ 51.78	\$ 52.80	\$ 54.83
	28	\$ 80,494.46	\$ 84,568.53	\$ 88,819.73	\$ 93,349.28	\$ 98,055.97	\$ 103,041.01	\$ 108,253.79	\$ 110,418.86	\$ 112,583.94	\$ 116,914.09	
	Monthly	\$ 6,707.87	\$ 7,047.38	\$ 7,401.64	\$ 7,779.11	\$ 8,171.33	\$ 8,586.75	\$ 9,021.15	\$ 9,201.57	\$ 9,381.99	\$ 9,742.84	
	Hourly	\$ 38.70	\$ 40.66	\$ 42.70	\$ 44.88	\$ 47.14	\$ 49.54	\$ 52.05	\$ 53.09	\$ 54.13	\$ 56.21	
CTR Administrator	29	\$ 82,493.54	\$ 86,668.82	\$ 91,071.85	\$ 95,677.32	\$ 100,510.53	\$ 105,596.79	\$ 110,961.40	\$ 113,180.62	\$ 115,399.85	\$ 119,838.31	
Deckhand		Monthly	\$ 6,874.46	\$ 7,222.40	\$ 7,589.32	\$ 7,973.11	\$ 8,375.88	\$ 8,799.73	\$ 9,246.78	\$ 9,431.72	\$ 9,616.65	\$ 9,986.53
Marine Services Supervisor		Hourly	\$ 39.66	\$ 41.67	\$ 43.78	\$ 46.00	\$ 48.32	\$ 50.77	\$ 53.35	\$ 54.41	\$ 55.48	\$ 57.61
Operations Supervisor 2												
Smart Card Project Coordinator												
Vanpool Coordinator												
Project Coordinator												
ACCESS Service Coordinator												
Safety and Security Trainer	30	\$ 84,568.53	\$ 88,819.73	\$ 93,349.28	\$ 98,055.97	\$ 103,041.01	\$ 108,253.79	\$ 113,719.62	\$ 115,994.01	\$ 118,268.40	\$ 122,817.19	
Operator Trainer		Monthly	\$ 7,047.38	\$ 7,401.64	\$ 7,779.11	\$ 8,171.33	\$ 8,586.75	\$ 9,021.15	\$ 9,476.63	\$ 9,666.17	\$ 9,855.70	\$ 10,234.77
Simulator Trainer		Hourly	\$ 40.66	\$ 42.70	\$ 44.88	\$ 47.14	\$ 49.54	\$ 52.05	\$ 54.67	\$ 55.77	\$ 56.86	\$ 59.05
Recruiter/HR												
Marketing & Public Info Coordinator	31	\$ 86,668.82	\$ 91,071.85	\$ 95,677.32	\$ 100,510.53	\$ 105,596.79	\$ 110,961.40	\$ 116,553.75	\$ 118,884.82	\$ 121,215.90	\$ 125,878.05	
Public Information Coordinator		Monthly	\$ 7,222.40	\$ 7,589.32	\$ 7,973.11	\$ 8,375.88	\$ 8,799.73	\$ 9,246.78	\$ 9,712.81	\$ 9,907.07	\$ 10,101.32	\$ 10,489.84
Marine Safety Trainer		Hourly	\$ 41.67	\$ 43.78	\$ 46.00	\$ 48.32	\$ 50.77	\$ 53.35	\$ 56.04	\$ 57.16	\$ 58.28	\$ 60.52
Public Outreach Coordinator												
Sr. Deckhand												
Training Specialist												

Exhibit D

Non-Represented Employee Group Salary Schedule – Effective January 1, 2025 (Cont.)

Occupational Job Classes	Salary Range	2025 Proposed Non-Rep Salary Schedule							Longevity Premium (wage may vary based on employee's current step)		
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	15 years	20 years	25 years
ESMS Coordinator	32	\$ 88,819.73	\$ 93,349.28	\$ 98,055.97	\$ 103,041.01	\$ 108,253.79	\$ 113,719.62	\$ 119,514.41	\$ 121,904.70	\$ 124,294.98	\$ 129,075.56
	Monthly	\$ 7,401.64	\$ 7,779.11	\$ 8,171.33	\$ 8,586.75	\$ 9,021.15	\$ 9,476.63	\$ 9,959.53	\$ 10,158.72	\$ 10,357.92	\$ 10,756.30
	Hourly	\$ 42.70	\$ 44.88	\$ 47.14	\$ 49.54	\$ 52.05	\$ 54.67	\$ 57.46	\$ 58.61	\$ 59.76	\$ 62.06
	33	\$ 91,071.85	\$ 95,677.32	\$ 100,510.53	\$ 105,596.79	\$ 110,961.40	\$ 116,553.75	\$ 122,475.06	\$ 124,924.57	\$ 127,374.07	\$ 132,273.07
	Monthly	\$ 7,589.32	\$ 7,973.11	\$ 8,375.88	\$ 8,799.73	\$ 9,246.78	\$ 9,712.81	\$ 10,206.26	\$ 10,410.38	\$ 10,614.51	\$ 11,022.76
	Hourly	\$ 43.78	\$ 46.00	\$ 48.32	\$ 50.77	\$ 53.35	\$ 56.04	\$ 58.88	\$ 60.06	\$ 61.24	\$ 63.59
Inventory Control Supervisor	34	\$ 93,349.28	\$ 98,055.97	\$ 103,041.01	\$ 108,253.79	\$ 113,719.62	\$ 119,514.41	\$ 125,511.64	\$ 128,021.87	\$ 130,532.10	\$ 135,552.57
	Monthly	\$ 7,779.11	\$ 8,171.33	\$ 8,586.75	\$ 9,021.15	\$ 9,476.63	\$ 9,959.53	\$ 10,459.30	\$ 10,668.49	\$ 10,877.68	\$ 11,296.05
	Hourly	\$ 44.88	\$ 47.14	\$ 49.54	\$ 52.05	\$ 54.67	\$ 57.46	\$ 60.34	\$ 61.55	\$ 62.76	\$ 65.17
Customer Service Manager Grants & Compliance Coordinator Transit Planner Payroll Supervisor Service Change Specialist Purchasing Supervisor	35	\$ 95,677.32	\$ 100,510.53	\$ 105,596.79	\$ 110,961.40	\$ 116,553.75	\$ 122,475.06	\$ 128,649.43	\$ 131,222.42	\$ 133,795.40	\$ 138,941.38
	Monthly	\$ 7,973.11	\$ 8,375.88	\$ 8,799.73	\$ 9,246.78	\$ 9,712.81	\$ 10,206.26	\$ 10,720.79	\$ 10,935.20	\$ 11,149.62	\$ 11,578.45
	Hourly	\$ 46.00	\$ 48.32	\$ 50.77	\$ 53.35	\$ 56.04	\$ 58.88	\$ 61.85	\$ 63.09	\$ 64.32	\$ 66.80
Facilities Maintenance Supervisor Vehicle Maintenance Supervisor COB/Public Records Officer	36	\$ 98,055.97	\$ 103,041.01	\$ 108,253.79	\$ 113,719.62	\$ 119,514.41	\$ 125,511.64	\$ 131,888.44	\$ 134,526.21	\$ 137,163.98	\$ 142,439.51
	Monthly	\$ 8,171.33	\$ 8,586.75	\$ 9,021.15	\$ 9,476.63	\$ 9,959.53	\$ 10,459.30	\$ 10,990.70	\$ 11,210.52	\$ 11,430.33	\$ 11,869.96
	Hourly	\$ 47.14	\$ 49.54	\$ 52.05	\$ 54.67	\$ 57.46	\$ 60.34	\$ 63.41	\$ 64.68	\$ 65.94	\$ 68.48
Info Technology Administrator Transportation & Land Use Planner Cyber Security Specialist	37	\$ 100,510.53	\$ 105,596.79	\$ 110,961.40	\$ 116,553.75	\$ 122,475.06	\$ 128,649.43	\$ 135,178.06	\$ 137,881.62	\$ 140,585.18	\$ 145,992.30
	Monthly	\$ 8,375.88	\$ 8,799.73	\$ 9,246.78	\$ 9,712.81	\$ 10,206.26	\$ 10,720.79	\$ 11,264.84	\$ 11,490.13	\$ 11,715.43	\$ 12,166.03
	Hourly	\$ 48.32	\$ 50.77	\$ 53.35	\$ 56.04	\$ 58.88	\$ 61.85	\$ 64.99	\$ 66.29	\$ 67.59	\$ 70.19
	38	\$ 103,041.01	\$ 108,253.79	\$ 113,719.62	\$ 119,514.41	\$ 125,511.64	\$ 131,888.44	\$ 138,594.20	\$ 141,366.08	\$ 144,137.97	\$ 149,681.74
	Monthly	\$ 8,586.75	\$ 9,021.15	\$ 9,476.63	\$ 9,959.53	\$ 10,459.30	\$ 10,990.70	\$ 11,549.52	\$ 11,780.51	\$ 12,011.50	\$ 12,473.48
	Hourly	\$ 49.54	\$ 52.05	\$ 54.67	\$ 57.46	\$ 60.34	\$ 63.41	\$ 66.63	\$ 67.96	\$ 69.30	\$ 71.96
Accounting Supervisor Marine Mechanic II Worker Driver Manager Safety & Security Manager Human Resources Manager	39	\$ 105,596.79	\$ 110,961.40	\$ 116,553.75	\$ 122,475.06	\$ 128,649.43	\$ 135,178.06	\$ 142,010.34	\$ 144,850.55	\$ 147,690.76	\$ 153,371.17
	Monthly	\$ 8,799.73	\$ 9,246.78	\$ 9,712.81	\$ 10,206.26	\$ 10,720.79	\$ 11,264.84	\$ 11,834.20	\$ 12,070.88	\$ 12,307.56	\$ 12,780.93
	Hourly	\$ 50.77	\$ 53.35	\$ 56.04	\$ 58.88	\$ 61.85	\$ 64.99	\$ 68.27	\$ 69.64	\$ 71.01	\$ 73.74
	40	\$ 108,253.79	\$ 113,719.62	\$ 119,514.41	\$ 125,511.64	\$ 131,888.44	\$ 138,594.20	\$ 145,578.32	\$ 148,489.88	\$ 151,401.45	\$ 157,224.58
	Monthly	\$ 9,021.15	\$ 9,476.63	\$ 9,959.53	\$ 10,459.30	\$ 10,990.70	\$ 11,549.52	\$ 12,131.53	\$ 12,374.16	\$ 12,616.79	\$ 13,102.05
	Hourly	\$ 52.05	\$ 54.67	\$ 57.46	\$ 60.34	\$ 63.41	\$ 66.63	\$ 69.99	\$ 71.39	\$ 72.79	\$ 75.59
Marine Mechanic I	41	\$ 110,961.40	\$ 116,553.75	\$ 122,475.06	\$ 128,649.43	\$ 135,178.06	\$ 142,010.34	\$ 149,247.51	\$ 152,232.46	\$ 155,217.41	\$ 161,187.31
	Monthly	\$ 9,246.78	\$ 9,712.81	\$ 10,206.26	\$ 10,720.79	\$ 11,264.84	\$ 11,834.20	\$ 12,437.29	\$ 12,686.04	\$ 12,934.78	\$ 13,432.28
	Hourly	\$ 53.35	\$ 56.04	\$ 58.88	\$ 61.85	\$ 64.99	\$ 68.27	\$ 71.75	\$ 73.19	\$ 74.62	\$ 77.49
Captain	42	\$ 113,719.62	\$ 119,514.41	\$ 125,511.64	\$ 131,863.13	\$ 138,619.51	\$ 145,553.01	\$ 152,916.70	\$ 155,975.03	\$ 159,033.37	\$ 165,150.03
	Monthly	\$ 9,476.63	\$ 9,959.53	\$ 10,459.30	\$ 10,988.59	\$ 11,551.63	\$ 12,129.42	\$ 12,743.06	\$ 12,997.92	\$ 13,252.78	\$ 13,762.50
	Hourly	\$ 54.67	\$ 57.46	\$ 60.34	\$ 63.40	\$ 66.64	\$ 69.98	\$ 73.52	\$ 74.99	\$ 76.46	\$ 79.40
	43	\$ 116,553.75	\$ 122,475.06	\$ 128,649.43	\$ 135,152.75	\$ 142,010.34	\$ 149,247.51	\$ 156,763.02	\$ 159,898.28	\$ 163,033.54	\$ 169,304.06
	Monthly	\$ 9,712.81	\$ 10,206.26	\$ 10,720.79	\$ 11,262.73	\$ 11,834.20	\$ 12,437.29	\$ 13,063.59	\$ 13,324.86	\$ 13,586.13	\$ 14,108.67
	Hourly	\$ 56.04	\$ 58.88	\$ 61.85	\$ 64.98	\$ 68.27	\$ 71.75	\$ 75.37	\$ 76.87	\$ 78.38	\$ 81.40
ACCESS Operations Manager Maintenance Manager Marine Maintenance Manager Routed Operations Manager	44	\$ 119,514.41	\$ 125,511.64	\$ 131,888.44	\$ 138,594.20	\$ 145,578.32	\$ 152,916.70	\$ 160,685.26	\$ 163,898.97	\$ 167,112.67	\$ 173,540.08
	Monthly	\$ 9,959.53	\$ 10,459.30	\$ 10,990.70	\$ 11,549.52	\$ 12,131.53	\$ 12,743.06	\$ 13,390.44	\$ 13,658.25	\$ 13,926.06	\$ 14,461.67
	Hourly	\$ 57.46	\$ 60.34	\$ 63.41	\$ 66.63	\$ 69.99	\$ 73.52	\$ 77.25	\$ 78.80	\$ 80.34	\$ 83.43
	45	\$ 122,475.06	\$ 128,649.43	\$ 135,178.06	\$ 142,010.34	\$ 149,247.51	\$ 156,737.72	\$ 164,683.41	\$ 167,977.08	\$ 171,270.75	\$ 177,858.09
	Monthly	\$ 10,206.26	\$ 10,720.79	\$ 11,264.84	\$ 11,834.20	\$ 12,437.29	\$ 13,061.48	\$ 13,723.62	\$ 13,998.09	\$ 14,272.56	\$ 14,821.51
	Hourly	\$ 58.88	\$ 61.85	\$ 64.99	\$ 68.27	\$ 71.75	\$ 75.35	\$ 79.17	\$ 80.76	\$ 82.34	\$ 85.51
Port Captain IT Manager	46	\$ 125,511.64	\$ 131,888.44	\$ 138,594.20	\$ 145,578.32	\$ 152,916.70	\$ 160,685.26	\$ 168,808.09	\$ 172,184.25	\$ 175,560.41	\$ 182,312.74
	Monthly	\$ 10,459.30	\$ 10,990.70	\$ 11,549.52	\$ 12,131.53	\$ 12,743.06	\$ 13,390.44	\$ 14,067.34	\$ 14,348.69	\$ 14,630.03	\$ 15,192.73
	Hourly	\$ 60.34	\$ 63.41	\$ 66.63	\$ 69.99	\$ 73.52	\$ 77.25	\$ 81.16	\$ 82.78	\$ 84.40	\$ 87.65
	47	\$ 128,649.43	\$ 135,178.06	\$ 142,010.34	\$ 149,247.51	\$ 156,737.72	\$ 164,683.41	\$ 173,008.68	\$ 176,468.86	\$ 179,929.03	\$ 186,849.38
	Monthly	\$ 10,720.79	\$ 11,264.84	\$ 11,834.20	\$ 12,437.29	\$ 13,061.48	\$ 13,723.62	\$ 14,417.39	\$ 14,705.74	\$ 14,994.09	\$ 15,570.78
	Hourly	\$ 61.85	\$ 64.99	\$ 68.27	\$ 71.75	\$ 75.35	\$ 79.17	\$ 83.18	\$ 84.84	\$ 86.50	\$ 89.83
	48	\$ 131,888.44	\$ 138,594.20	\$ 145,578.32	\$ 152,916.70	\$ 160,685.26	\$ 168,808.09	\$ 177,335.80	\$ 180,882.51	\$ 184,429.23	\$ 191,522.66
	Monthly	\$ 10,990.70	\$ 11,549.52	\$ 12,131.53	\$ 12,743.06	\$ 13,390.44	\$ 14,067.34	\$ 14,777.98	\$ 15,073.54	\$ 15,369.10	\$ 15,960.22
	Hourly	\$ 63.41	\$ 66.63	\$ 69.99	\$ 73.52	\$ 77.25	\$ 81.16	\$ 85.26	\$ 86.96	\$ 88.67	\$ 92.08
	49	\$ 135,178.06	\$ 142,010.34	\$ 149,247.51	\$ 156,737.72	\$ 164,683.41	\$ 173,008.68	\$ 181,764.13	\$ 185,399.41	\$ 189,034.70	\$ 196,305.26
	Monthly	\$ 11,264.84	\$ 11,834.20	\$ 12,437.29	\$ 13,061.48	\$ 13,723.62	\$ 14,417.39	\$ 15,147.01	\$ 15,449.95	\$ 15,752.89	\$ 16,358.77
	Hourly	\$ 64.99	\$ 68.27	\$ 71.75	\$ 75.35	\$ 79.17	\$ 83.18	\$ 87.39	\$ 89.13	\$ 90.88	\$ 94.38

Exhibit D

Non-Represented Employee Group Salary Schedule – Effective January 1, 2025 (Cont.)

Occupational Job Classes	Salary Range	2025 Proposed Non-Rep Salary Schedule							Longevity Premium (wage may vary based on employee's current step)		
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	15 years	20 years	25 years
Human Resources Director	50	\$ 138,594.20	\$ 145,578.32	\$ 152,916.70	\$ 160,685.26	\$ 168,808.09	\$ 177,335.80	\$ 186,293.68	\$ 190,019.56	\$ 193,745.43	\$ 201,197.18
Marketing & Public Info Director	Monthly	\$ 11,549.52	\$ 12,131.53	\$ 12,743.06	\$ 13,390.44	\$ 14,067.34	\$ 14,777.98	\$ 15,524.47	\$ 15,834.96	\$ 16,145.45	\$ 16,766.43
Serv & Cap Development Director	Hourly	\$ 66.63	\$ 69.99	\$ 73.52	\$ 77.25	\$ 81.16	\$ 85.26	\$ 89.56	\$ 91.36	\$ 93.15	\$ 96.73
	51	\$ 142,010.34	\$ 149,247.51	\$ 156,737.72	\$ 164,683.41	\$ 173,008.68	\$ 181,764.13	\$ 191,000.37	\$ 194,820.38	\$ 198,640.38	\$ 206,280.40
	Monthly	\$ 11,834.20	\$ 12,437.29	\$ 13,061.48	\$ 13,723.62	\$ 14,417.39	\$ 15,147.01	\$ 15,916.70	\$ 16,235.03	\$ 16,553.37	\$ 17,190.03
	Hourly	\$ 68.27	\$ 71.75	\$ 75.35	\$ 79.17	\$ 83.18	\$ 87.39	\$ 91.83	\$ 93.66	\$ 95.50	\$ 99.17
Finance Director	52	\$ 145,578.32	\$ 152,916.70	\$ 160,685.26	\$ 168,808.09	\$ 177,335.80	\$ 186,293.68	\$ 195,757.67	\$ 199,672.82	\$ 203,587.97	\$ 211,418.28
Marine Services Director	Monthly	\$ 12,131.53	\$ 12,743.06	\$ 13,390.44	\$ 14,067.34	\$ 14,777.98	\$ 15,524.47	\$ 16,313.14	\$ 16,639.40	\$ 16,965.66	\$ 17,618.19
Operations Director	Hourly	\$ 69.99	\$ 73.52	\$ 77.25	\$ 81.16	\$ 85.26	\$ 89.56	\$ 94.11	\$ 96.00	\$ 97.88	\$ 101.64
Vehicle & Facilities Maint Director											
	53	\$ 149,247.51	\$ 156,763.02	\$ 164,683.41	\$ 173,008.68	\$ 181,738.83	\$ 190,975.07	\$ 200,666.79	\$ 204,680.13	\$ 208,693.46	\$ 216,720.13
	Monthly	\$ 12,437.29	\$ 13,063.59	\$ 13,723.62	\$ 14,417.39	\$ 15,144.90	\$ 15,914.59	\$ 16,722.23	\$ 17,056.68	\$ 17,391.12	\$ 18,060.01
	Hourly	\$ 71.75	\$ 75.37	\$ 79.17	\$ 83.18	\$ 87.37	\$ 91.81	\$ 96.47	\$ 98.40	\$ 100.33	\$ 104.19
	54	\$ 152,916.70	\$ 160,685.26	\$ 168,808.09	\$ 177,335.80	\$ 186,293.68	\$ 195,757.67	\$ 205,677.13	\$ 209,790.68	\$ 213,904.22	\$ 222,131.30
	Monthly	\$ 12,743.06	\$ 13,390.44	\$ 14,067.34	\$ 14,777.98	\$ 15,524.47	\$ 16,313.14	\$ 17,139.76	\$ 17,482.56	\$ 17,825.35	\$ 18,510.94
	Hourly	\$ 73.52	\$ 77.25	\$ 81.16	\$ 85.26	\$ 89.56	\$ 94.11	\$ 98.88	\$ 100.86	\$ 102.84	\$ 106.79
	55	\$ 156,737.72	\$ 164,683.41	\$ 173,008.68	\$ 181,764.13	\$ 191,000.37	\$ 200,641.49	\$ 210,814.00	\$ 215,030.28	\$ 219,246.56	\$ 227,679.12
	Monthly	\$ 13,061.48	\$ 13,723.62	\$ 14,417.39	\$ 15,147.01	\$ 15,916.70	\$ 16,720.12	\$ 17,567.83	\$ 17,919.19	\$ 18,270.55	\$ 18,973.26
	Hourly	\$ 75.35	\$ 79.17	\$ 83.18	\$ 87.39	\$ 91.83	\$ 96.46	\$ 101.35	\$ 103.38	\$ 105.41	\$ 109.46
	56	\$ 160,685.26	\$ 168,808.09	\$ 177,335.80	\$ 186,293.68	\$ 195,757.67	\$ 205,677.13	\$ 216,077.39	\$ 220,398.94	\$ 224,720.49	\$ 233,363.58
	Monthly	\$ 13,390.44	\$ 14,067.34	\$ 14,777.98	\$ 15,524.47	\$ 16,313.14	\$ 17,139.76	\$ 18,006.45	\$ 18,366.58	\$ 18,726.71	\$ 19,446.97
	Hourly	\$ 77.25	\$ 81.16	\$ 85.26	\$ 89.56	\$ 94.11	\$ 98.88	\$ 103.88	\$ 105.96	\$ 108.04	\$ 112.19
	57	\$ 164,683.41	\$ 173,008.68	\$ 181,764.13	\$ 191,000.37	\$ 200,641.49	\$ 210,814.00	\$ 221,492.61	\$ 225,922.46	\$ 230,352.32	\$ 239,212.02
	Monthly	\$ 13,723.62	\$ 14,417.39	\$ 15,147.01	\$ 15,916.70	\$ 16,720.12	\$ 17,567.83	\$ 18,457.72	\$ 18,826.87	\$ 19,196.03	\$ 19,934.34
	Hourly	\$ 79.17	\$ 83.18	\$ 87.39	\$ 91.83	\$ 96.46	\$ 101.35	\$ 106.49	\$ 108.62	\$ 110.75	\$ 115.01
	58	\$ 168,808.09	\$ 177,335.80	\$ 186,293.68	\$ 195,757.67	\$ 205,677.13	\$ 216,077.39	\$ 226,882.53	\$ 231,420.18	\$ 235,957.83	\$ 245,033.13
	Monthly	\$ 14,067.34	\$ 14,777.98	\$ 15,524.47	\$ 16,313.14	\$ 17,139.76	\$ 18,006.45	\$ 18,906.88	\$ 19,285.01	\$ 19,663.15	\$ 20,419.43
	Hourly	\$ 81.16	\$ 85.26	\$ 89.56	\$ 94.11	\$ 98.88	\$ 103.88	\$ 109.08	\$ 111.26	\$ 113.44	\$ 117.80
	59	\$ 173,008.68	\$ 181,764.13	\$ 191,000.37	\$ 200,641.49	\$ 210,814.00	\$ 221,492.61	\$ 232,576.10	\$ 237,227.62	\$ 241,879.14	\$ 251,182.19
	Monthly	\$ 14,417.39	\$ 15,147.01	\$ 15,916.70	\$ 16,720.12	\$ 17,567.83	\$ 18,457.72	\$ 19,381.34	\$ 19,768.97	\$ 20,156.60	\$ 20,931.85
	Hourly	\$ 83.18	\$ 87.39	\$ 91.83	\$ 96.46	\$ 101.35	\$ 106.49	\$ 111.82	\$ 114.05	\$ 116.29	\$ 120.76
	60	\$ 177,335.80	\$ 186,293.68	\$ 195,757.67	\$ 205,677.13	\$ 216,077.39	\$ 226,882.53	\$ 238,193.76	\$ 242,957.63	\$ 247,721.51	\$ 257,249.26
	Monthly	\$ 14,777.98	\$ 15,524.47	\$ 16,313.14	\$ 17,139.76	\$ 18,006.45	\$ 18,906.88	\$ 19,849.48	\$ 20,246.47	\$ 20,643.46	\$ 21,437.44
	Hourly	\$ 85.26	\$ 89.56	\$ 94.11	\$ 98.88	\$ 103.88	\$ 109.08	\$ 114.52	\$ 116.81	\$ 119.10	\$ 123.68
	61	\$ 181,769.19	\$ 190,951.03	\$ 200,651.61	\$ 210,819.06	\$ 221,479.33	\$ 232,554.59	\$ 244,148.60	\$ 249,031.57	\$ 253,914.55	\$ 263,680.49
	Monthly	\$ 15,147.43	\$ 15,912.59	\$ 16,720.97	\$ 17,568.26	\$ 18,456.61	\$ 19,379.55	\$ 20,345.72	\$ 20,752.63	\$ 21,159.55	\$ 21,973.37
	Hourly	\$ 87.39	\$ 91.80	\$ 96.47	\$ 101.36	\$ 106.48	\$ 111.81	\$ 117.38	\$ 119.73	\$ 122.07	\$ 126.77
Executive Director	62	\$ 186,313.42	\$ 195,724.80	\$ 205,667.90	\$ 216,089.54	\$ 227,016.31	\$ 238,368.46	\$ 250,252.32	\$ 255,257.36	\$ 260,262.41	\$ 270,272.50
	Monthly	\$ 15,526.12	\$ 16,310.40	\$ 17,138.99	\$ 18,007.46	\$ 18,918.03	\$ 19,864.04	\$ 20,854.36	\$ 21,271.45	\$ 21,688.53	\$ 22,522.71
	Hourly	\$ 89.57	\$ 94.10	\$ 98.88	\$ 103.89	\$ 109.14	\$ 114.60	\$ 120.31	\$ 122.72	\$ 125.13	\$ 129.94



Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-78, Approve Release of Restricted Funds
SUBMITTED BY: Paul Shinnors
TITLE: Director
DEPARTMENT: Finance Department
EXHIBITS/ATTACHMENTS: Resolution No. 24-78

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT:

EXPENDITURE REQUIRED:

FUNDING SOURCE:

REVIEWED BY: Executive Director

REVIEWED DATE: 11/27/2024

SUMMARY STATEMENT:

Kitsap Transit established fleet and capital reserves of sixteen million in the Transit Fund and one million in the Ferry Fund. The intent and purpose of these restricted reserves were to better position Kitsap Transit to compete for federal and state grants and to preserve Kitsap Transits ability to prepare for times when sales tax revenue is not performing as well. Kitsap Transit staff now recommend the release of capital and fleet reserves to provide for Kitsap Transit local funding requirements of a robust capital project pipeline as a result of several recent federal and state capital grant awards coupled with the need to complete projects associated with COVID-19 stimulus funding.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 24-78, authorizing the release of fleet and capital reserves in the Transit Fund of sixteen million dollars (\$16,000,000) and one million dollars (\$1,000,000) in the Ferry Fund.

RESOLUTION NO. 24-78

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS APPROVING THE RELEASE OF RESTRICTED RESERVES

WHEREAS, the Board of Commissioners adopted Resolution No. 19-53 at its regular meeting on June 4, 2019, establishing a capital reserve of six million dollars (\$6,000,000) in the Transit Fund and one million dollars (\$1,000,000) in the Ferry Fund; and

WHEREAS, the Board of Commissioners adopted Resolution No. 21-71 at its regular meeting on December 7, 2021, establishing a fleet reserve of five million dollars (\$5,000,000) and adding an additional five million (\$5,000,000) to the previously established capital reserve; and

WHEREAS, Kitsap Transit staff recommended that the board authorize these restricted reserves after several years of sales tax revenue growth between five (5) and fourteen (14) percent; and

WHEREAS, the intent and purpose of these restricted reserves is to better position Kitsap Transit to compete for federal and state grants and to preserve Kitsap Transits ability to prepare for times when sales tax revenue is not performing as well; and

WHEREAS, Kitsap Transit staff now recommend the release of capital and fleet reserves to provide for Kitsap Transit local funding requirements of a robust capital project pipeline as a result of several recent federal and state capital grant awards coupled with the need to complete projects associated with COVID-19 stimulus funding; and

WHEREAS, the need for additional local funding requirements associated with Kitsap Transit's capital program also happens to come at a time when sales tax has performed less than three and a half percent (3.5) budget assumption for two (2) years; and

WHEREAS, Kitsap Transit staff now recommend that the Board of Commissioners authorize the release of its restricted fleet and capital reserves in the Transit Fund totaling

sixteen million dollars (\$16,000,000) and a capital reserve of one million dollars (\$1,000,000) in the Ferry Fund; and

WHEREAS, Kitsap Transit will continue to maintain a four million dollar (\$4,000,000) contingency reserve in the Transit Fund in addition to its established fuel reserves.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners hereby authorizes the release of fleet and capital reserves in the Transit Fund of sixteen million dollars (\$16,000,000) and one million dollars (\$1,000,000) in the Ferry Fund.

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board



Board of Commissioners Agenda Summary

Meeting Date: 12/03/2024

AGENDA ITEM: Resolution No. 24-79, Fuel Stabilization for Reserve Ferry Fund

SUBMITTED BY: Paul Shinnors

TITLE: Director

DEPARTMENT: Finance Department

EXHIBITS/ATTACHMENTS: Resolution No. 24-79

BUDGETARY IMPACT *(if applicable)*

BUDGETED AMOUNT:

EXPENDITURE REQUIRED:

FUNDING SOURCE:

REVIEWED BY: Executive Director

REVIEWED DATE: 11/27/2024

SUMMARY STATEMENT:

Staff is recommending a fuel stabilization reserve for the Ferry Fund that mirrors the restricted fuel stabilization reserve of the Transit Fund to help mitigate the risk of fuel price volatility. Marine Service operations consumes in excess of one million gallons of fuel each year and is especially vulnerable to the risk of fuel price volatility. Whereby funds are either added to or drawn from the fuel stabilization reserve at the end of each year based on the actual cost of fuel as compared to the budget. The policy will cap the balance of the fuel stabilization reserve at twice the most recent calendar year fuel expenditure. Staff recommends that the fuel stabilization reserve for the Ferry Fund becomes effective for the 2024 calendar year and would result in initial funding to the reserve of approximately four hundred thousand dollars.

RECOMMENDED ACTION/MOTION:

MOTION: Move to adopt Resolution No. 24-79, authorizing a restricted fuel stabilization reserve for the Ferry Fund effective for the 2024 calendar year to mitigate the risk of fuel price volatility as presented in this resolution.

RESOLUTION NO. 24-79

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS APPROVING A RESTRICTED FUEL STABILIZATION RESERVE FOR THE FERRY FUND

WHEREAS, the Board of Commissioners adopted Resolution No. 15-81 at its regular meeting on December 1, 2015, establishing a restricted fuel stabilization reserve for the Transit Fund; and

WHEREAS, the primary objective of the fuel stabilization reserve is to mitigate the risk of fuel price volatility and adding greater certainty to Kitsap Transit's budgeted annual cost of fuel; and

WHEREAS, the Marine Services operations consumes in excess of one million (\$1,000,000) gallons of fuel annually and is especially vulnerable to volatility in fuel pricing; and

WHEREAS, establishing a similar fuel stabilization reserve for the Ferry Fund would help mitigate some of the risk of fuel price volatility; and

WHEREAS, staff recommends that a restricted fuel stabilization fund is established for the Ferry Fund that mirrors the restricted fuel stabilization reserve of the Transit Fund whereby funds are either added to or drawn from the fuel stabilization reserve at the end of each year based on the actual cost of fuel as compared to the budget; and

WHEREAS, the policy will cap the balance of the fuel stabilization reserve at twice the most recent calendar year fuel expenditure; and

WHEREAS, staff recommends that the fuel stabilization reserve for the Ferry Fund becomes effective for the 2024 calendar year and would result in initial funding to the reserve of approximately four hundred thousand dollars (\$400,000).

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners hereby authorizes a restricted fuel stabilization reserve for the Ferry Fund effective for the 2024 calendar year to mitigate the risk of fuel price volatility as presented in this resolution.

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

Greg Wheeler, Chairperson

ATTEST:

Jackie Bidon, Clerk of the Board



To: Kitsap Transit
From: Doty & Associates, Inc. (prepared by J. Dylan Doty)
Date: November 25, 2024
Re: December 2024 Board Meeting – Legislative Report

Interim Update

The dust is finally settling on the 2024 General Election. While the nation saw a tilt to the political right, Washington State bucked the trend and became the only state to see a further lean to the political left. All statewide offices will be retained by Democrats, and the party will expand its majorities in the House and Senate by one seat each. Although they will fall short of a 2/3 supermajority needed to change the State Constitution, Democrats are set to earn 60% supermajorities in both chambers, which is important for bond votes, meaning Democrats could be able to pass the Capital Budget (for example) without any Republican support, if they vote together as a bloc.

Senate Democrats wasted little time reorganizing their leadership and committee structure ahead of the 2025 session. Senator Jamie Pedersen (D-43, Seattle) has been elected as Majority Leader, while a number of committee changes were also made. Of note locally:

- Senator Drew Hansen (D-23, Bainbridge Island) is moving to the Ways & Means Committee, and will also serve as Vice Chair of the Higher Education & Workforce Development Committee, as well as serving on the Early Learning & K-12 Education Committee.
- While the appointment process is ongoing to fill Senator Randall's seat in the 26th LD, Senate Democrats have initially assigned that spot to serve on as many as four committees, including Transportation, State Government & Tribal Affairs, Agriculture & Natural Resources, and Early Learning & K-12 Education.

On the House side, Democrats have yet to finalize reorganization. Republican leadership is set for 2025, however, with two local connections to Kitsap. Representative Dan Griffey (R-35, Allyn) has been reelected to serve as Minority Whip, while his seatmate, Representative Travis Couture (R-35, Allyn), will join the leadership team as Assistant Floor Leader.

Final committee assignments for all members will be officially set prior to the 2025 session beginning in January.

Washington State Budget Overview

As outlined in a November 8 memo from the Office of Financial Management (OFM) to all state agencies, this year's revenue forecasts, combined with rising costs and expanding needs, are leading to a projected \$10-12 billion budget Operating Budget deficit over the four-year outlook period. Transportation Budget revenue projections also have trended down for several forecasts, largely due to declining gas tax revenue. Lawmakers will be faced with balancing the



budget in 2025, and are contemplating all options, including budget cuts and new revenue options. On the Operating Budget side, discussions have begun regarding the possibility of a new payroll tax, as well as possible adjustments to state and local property tax rates. On the Transportation Budget side, discussions have renewed regarding a potential transition to a Road Usage Charge (RUC) or other method of backfilling revenue lost from declining gas tax collections.

The Legislature convenes on January 13, 2025, for a 105-day session. New budgets will need to be in place prior to the beginning of the new fiscal biennium, which runs from July 1, 2025, to June 30, 2027.

Legislative Agenda Development

Due to the election in general, and the ballot initiatives in particular, KT waited to finalize the 2025 Legislative Agenda. Attached to this report is a draft 2025 agenda for the Board's review. KT will once again be seeking authorization in the biennial Transportation Budget to utilize toll credits as matches for federal funding for passenger-only ferry service and ferry corridor-related investments. KT will also be exploring options for potential funding for investments both for transit-specific activities, as well as the Washington State Ferries.

Washington State Transit Association (WSTA)

Like other stakeholder groups, WSTA also waited on the results from the November 5th election before finalizing its legislative agenda for 2025. WSTA's final 2025 agenda is attached for review, and will focus on preserving funding and maintaining state investments in public transportation.

Washington Highway Users Federation (WHUF)

The WHUF (of which Kitsap Transit is a member) Interim Briefing is set for Tuesday, December 3rd, in Tacoma. This year's event will be at the LeMay Car Museum, and will feature a discussion from the incoming Governor's administration, presentations regarding the state transportation budget and revenue forecasts, as well as a panel of legislative transportation leaders. Once the Legislature convenes in January, WHUF will meet weekly to provide a forum for key transportation discussions between lawmakers and other stakeholders.

Kitsap Transit

Income Statement - Transit Fund

October 2024

	Current Month		Year to Date		Year to Date Variance	
	Actual	Budget	Actual	Budget	Dollar	Percent
OPERATING REVENUE						
Routed Fare	\$133,942	\$111,600	\$1,276,632	\$1,116,000	\$160,632	14.39%
Worker Driver Fares	\$61,683	\$62,700	\$615,488	\$627,000	(\$11,512)	(1.84%)
Van Pool Fares	\$30,999	\$16,800	\$211,641	\$168,000	\$43,641	25.98%
Access Fare	\$14,107	\$18,600	\$147,347	\$186,000	(\$38,653)	(20.78%)
Parking	\$17,505	\$15,000	\$168,816	\$150,000	\$18,816	12.54%
Advertisement	\$0	\$0	\$15,168	\$0	\$15,168	0.00%
Lease Income	\$40,101	\$41,667	\$416,052	\$416,667	(\$614)	(0.15%)
Other Operating Income	\$2,195	\$1,000	\$30,556	\$10,000	\$20,556	205.56%
OPERATING REVENUE	\$300,532	\$267,367	\$2,881,701	\$2,673,667	\$208,034	7.78%
OPERATING EXPENSES						
General Administration	\$504,270	\$560,929	\$5,034,814	\$5,607,936	(\$573,122)	(10.22%)
Capital Development	\$60,339	\$86,629	\$691,383	\$874,086	(\$182,703)	(20.90%)
Customer Service	\$77,610	\$88,135	\$748,701	\$890,655	(\$141,954)	(15.94%)
Routed	\$1,221,450	\$1,387,067	\$12,365,511	\$13,567,444	(\$1,201,933)	(8.86%)
Worker Driver	\$97,985	\$116,680	\$962,659	\$1,152,845	(\$190,186)	(16.50%)
Rideshare	\$42,794	\$36,888	\$391,867	\$382,957	\$8,910	2.33%
Access	\$891,914	\$931,555	\$8,930,089	\$9,315,511	(\$385,421)	(4.14%)
Vehicle Maintenance	\$892,445	\$980,549	\$9,193,572	\$9,829,259	(\$635,688)	(6.47%)
Facilities Maintenance	\$299,432	\$320,921	\$3,254,360	\$3,244,376	\$9,985	0.31%
Service Development	\$213,794	\$319,528	\$2,266,125	\$3,201,527	(\$935,402)	(29.22%)
Total Operating Expense	\$4,302,033	\$4,828,880	\$43,839,082	\$48,066,596	(\$4,227,514)	(8.80%)
OPERATING INCOME (LOSS)	(\$4,001,502)	(\$4,561,513)	(\$40,957,381)	(\$45,392,929)	\$4,435,548	(9.77%)
NON OPERATING INCOME (EXPENSE)						
Sales Tax	\$5,189,000	\$4,882,000	\$47,948,000	\$48,884,000	(\$936,000)	(1.91%)
State Operating Grant	\$0	\$9,583	\$19,225	\$95,833	(\$76,608)	(79.94%)
Other Operating Grant	\$9,613	\$0	\$76,900	\$0	\$76,900	0.00%
Interest Income	\$363,720	\$200,000	\$3,712,993	\$2,000,000	\$1,712,993	85.65%
Misc Income / (Expense)	(\$2,797)	\$0	(\$23,034)	\$0	(\$23,034)	0.00%
Interest Expense	(\$1,394)	(\$642)	(\$10,967)	(\$6,417)	(\$4,550)	70.91%
Depreciation Expense	(\$600,660)	(\$633,333)	(\$6,009,028)	(\$6,333,333)	\$324,306	(5.12%)
Amortization Expense	(\$5,527)	(\$5,500)	(\$55,268)	(\$55,000)	(\$268)	0.49%
Sales Tax Collection Fee	(\$51,890)	(\$48,820)	(\$479,480)	(\$488,840)	\$9,360	(1.91%)
Gain/Loss Disposition of Assets	\$4,913	\$0	\$17,987	\$0	\$17,987	0.00%
Total Non Operating Income (Expense)	\$4,904,979	\$4,403,288	\$45,197,330	\$44,096,243	\$1,101,086	2.50%
NET INCOME (LOSS)	\$903,477	(\$158,225)	\$4,239,949	(\$1,296,686)	\$5,536,635	(426.98%)

Kitsap Transit

Income Statement - Ferry Fund

October 2024

	Current Month		Year to Date		Year to Date Variance	
	Actual	Budget	Actual	Budget	Dollar	Percent
OPERATING REVENUE						
Local Ferry Fares	\$48,112	\$52,300	\$548,603	\$523,000	\$25,603	4.90%
Bremerton Fast Ferry Fares	\$250,240	\$168,700	\$2,319,928	\$1,804,600	\$515,328	28.56%
Kingston Fast Ferry Fares	\$53,884	\$35,000	\$471,318	\$366,100	\$105,218	28.74%
Southworth Fast Ferry Fares	\$79,587	\$52,700	\$713,239	\$482,400	\$230,839	47.85%
Total Operating Revenue	\$431,822	\$308,700	\$4,053,087	\$3,176,100	\$876,987	27.61%
OPERATING EXPENSE						
General Administration	\$184,818	\$227,949	\$1,730,445	\$2,284,041	(\$553,597)	(24.24%)
Local Ferry Operations	\$170,035	\$181,845	\$1,645,273	\$1,831,055	(\$185,782)	(10.15%)
Bremerton Fast Ferry Operations	\$269,684	\$352,586	\$2,884,542	\$3,539,969	(\$655,427)	(18.52%)
Kingston Fast Ferry Operations	\$251,178	\$286,015	\$2,484,175	\$2,866,612	(\$382,437)	(13.34%)
Southworth Fast Ferry Operations	\$233,337	\$270,066	\$2,609,425	\$2,710,056	(\$100,631)	(3.71%)
Maintenance and Facilities	\$324,826	\$628,733	\$4,220,173	\$6,302,440	(\$2,082,267)	(33.04%)
	\$1,433,880	\$1,947,194	\$15,574,033	\$19,534,173	(\$3,960,140)	(20.27%)
OPERATING INCOME (LOSS)	(\$1,002,058)	(\$1,638,494)	(\$11,520,946)	(\$16,358,073)	\$4,837,128	(29.57%)
NON OPERATING REVENUE (EXPENSE)						
Sales Tax Revenue	\$1,945,000	\$1,832,000	\$17,944,000	\$18,327,000	(\$383,000)	(2.09%)
Operating Grants	\$0	\$58,333	\$0	\$583,333	(\$583,333)	(100.00%)
Interest Income	\$55,445	\$25,000	\$327,936	\$250,000	\$77,936	31.17%
Interest Expense	(\$68,910)	(\$66,000)	(\$689,102)	(\$660,000)	(\$29,102)	4.41%
Depreciation	(\$359,618)	(\$225,000)	(\$3,596,175)	(\$2,250,000)	(\$1,346,175)	59.83%
Amortization	(\$1,013)	(\$1,000)	(\$10,133)	(\$10,000)	(\$133)	1.33%
Sales Tax Collection Fee	(\$19,450)	(\$18,320)	(\$179,440)	(\$183,270)	\$3,830	(2.09%)
Total Non Operating Income (Expense)	\$1,551,454	\$1,605,013	\$13,797,086	\$16,057,063	(\$2,259,977)	(14.07%)
NET INCOME (LOSS)	\$549,396	(\$33,480)	\$2,276,140	(\$301,010)	\$2,577,151	(856.17%)

**Kitsap Transit
Balance Sheet
October 31, 2024**

	Bus Fund	Ferry Fund	Consolidated
		ASSETS	
Cash and Cash Equivalents	429,984	837,148	1,267,132
Investment - General Fund	54,432,954	13,699,470	68,132,424
Investment - Stimulus Reserve	34,612,740	2,657,058	37,269,798
Investment - Fleet Reserve	5,000,000	-	5,000,000
Investment - Capital Project Reserve	11,000,000	1,000,000	12,000,000
Investment - Debt Service Reserve	110,420	840,103	950,523
Investment - Contingency Reserve	4,000,000	-	4,000,000
Investment - Fuel Reserve	1,335,960	-	1,335,960
Tax Receivable	9,774,154	3,629,620	13,403,773
Capital Grants Receivable	7,985,112	778,841	8,763,953
Operating Grants Receivable	22,551	135,588	158,139
Accounts Receivable	584,211	328,151	912,362
Due from Transit	-	565,222	565,222
Inventory	1,723,417	6,070,175	7,793,592
Prepaid Expenses	1,357,450	374,130	1,731,579
TOTAL CURRENT ASSETS	\$ 132,368,953	\$ 30,915,505	\$ 163,284,458
Fixtures & Equipment, Net of Depreciation	6,892,259	61,240	6,953,499
Facilities, Net of Depreciation	26,986,670	10,854,368	37,841,038
Rolling Stock, Net Depreciation	19,060,911	100,566	19,161,477
Passenger Ferries, Net Depreciation	-	55,351,713	55,351,713
Capital Work in Progress	57,512,286	17,944,154	75,456,440
Leasehold Improvement, Net Amortization	2,488,690	-	2,488,690
Leased Facilities, Net Amortization	246,314	2,503,829	2,750,143
Land	22,129,192	-	22,129,192
Intangible Assets, Net Amortization	253,100	-	253,100
TOTAL CAPITAL ASSETS	\$ 135,569,422	\$ 86,815,869	\$ 222,385,291
TOTAL ASSETS	\$ 267,938,375	\$ 117,731,374	\$ 385,669,749
		LIABILITIES AND NET POSITION	
		LIABILITIES	
Accounts Payable	1,313,172	1,379,624	2,692,796
Due to Ferry	565,222	-	565,222
Payables to Other Transits	171,392	-	171,392
Deferred Revenues	66,551	6,623	73,174
Accrued Wages Payable	2,721,651	676,921	3,398,572
Employee Benefit Payable	142,556	42,554	185,110
Interest Payable	13,039	97,747	110,785
Short-Term Debt	277,156	3,005,000	3,282,156
Long-Term Debt	-	23,155,000	23,155,000
TOTAL LIABILITIES	\$ 5,270,739	\$ 28,363,469	\$ 33,634,208
		NET POSITION	
Invested in Capital Assets, Net of Related Debt	135,292,266	60,655,869	195,948,135
Restricted	56,059,120	4,497,161	60,556,281
Unrestricted	71,316,250	24,214,875	95,531,125
TOTAL NET POSITION	262,667,636	89,367,905	352,035,541
TOTAL LIABILITIES AND NET POSITION	\$ 267,938,375	\$ 117,731,374	\$ 385,669,749

Capital Work In Progress - October 2024

Capital Budget And Expenditures										Capital Funding		
	2024 Budget	Current Month	YTD Expenditures	Encumbrance	Budget Remaining (\$)	Budget Remaining (%)	Cumulative Expenditures	Local Funds Budget	Grant Funds Budget	Total Funds Budget		
Transit Fund												
Routed Coaches	19,281,974	-	6,901,602	-	12,380,372	64%	6,901,602	7,351,907	11,930,067	19,281,974		
Access Bus & Van/VanLink Replacements	12,935,177	1,140,739	6,284,449	1,781,687	4,869,040	38%	6,284,449	4,854,271	8,080,906	12,935,177		
Electric Bus and Charger	951,514	-	-	-	951,514	100%	-	951,514	-	951,514		
Electric Bus Charger and Inductive Charging (Bases)	4,608,000	-	-	-	4,608,000	100%	-	768,000	3,840,000	4,608,000		
Electric Bus (10) & Charleston & North Base Chargers	13,000,000	38,023	126,936	12,412,744	460,320	4%	126,936	2,600,000	10,400,000	13,000,000		
Supervisor Vehicles	590,000	-	182,827	219,794	187,378	32%	182,827	270,000	320,000	590,000		
Worker Driver Buses (5 Electric)	5,379,275	1,960,430	4,901,075	-	478,200	9%	5,040,593	5,379,275	-	5,379,275		
Gillig Rebuilds	700,000	-	33,884	-	666,116	95%	613,254	700,000	-	700,000		
Electric Relief Vehicles (6)	420,000	-	12,946	-	407,054	97%	12,946	420,000	-	420,000		
Electric Ride Share Vehicles (5)	294,300	-	-	636	293,664	99.8%	-	58,860	235,440	294,300		
Vanpool Replacements	735,640	54,754	601,654	-	133,986	18%	601,654	500,000	235,640	735,640		
APC Systems Equipment/Digital Signage	10,332,384	-	873,353	-	9,459,031	92%	1,630,647	10,332,384	-	10,332,384		
Operations Bases												
Harborside:												
Harborside Tenant Improvements	20,000	-	-	-	20,000	100%	-	20,000	-	20,000		
HVAC System KT Harborside	89,803	35,948	69,793	-	20,010	22%	114,236	89,803	-	89,803		
Charleston Base												
Cubicle Replacements (32)	50,000	-	4,297	60,687	(14,984)	-30%	149,806	50,000	-	50,000		
Routed Supervisor/Dispatch Redesign & CN	145,442	-	34,693	-	110,749	76%	69,990	145,442	-	145,442		
Mini-Heat Pumps (5)	90,000	-	-	-	90,000	100%	-	90,000	-	90,000		
ADA Door Motor/Access Pad	50,000	-	-	38,403	11,597	23%	-	50,000	-	50,000		
Conference Room Media System	50,000	-	-	-	50,000	100%	-	50,000	-	50,000		
Electric Infrastructure Construction	-	-	59,395	-	(59,395)	-	2,275,337	-	-	-		
Northbase												
North Base HD Maintenance Facility (Planning)	10,459,845	-	242,067	394,418	9,823,359	94%	460,803	1,338,448	9,121,397	10,459,845		
Vetter Road Fencing and Barricades	100,000	-	-	-	100,000	100%	-	100,000	-	100,000		
South Base												
South Base (ESA, Permits, CM)	215,483	-	200	-	215,283	100%	114,174	42,603	172,880	215,483		
South Base Construction (Locate and Design)	500,000	-	5,870	-	494,130	99%	5,870	500,000	-	500,000		
Transfer Centers / Park & Ride												
Hwy 16 Park & Ride Planning and Design (Ruby Creek)	711,319	46,371	111,854	557,414	42,051	6%	3,153,561	615,028	96,291	711,319		
HWY 16 Park & Ride Construction (Ruby Creek)	12,750,000	13,063	14,619	-	12,735,381	100%	465,887	6,500,000	6,250,000	12,750,000		
Sewer Lift Station Highway 16 (Ruby Creek)	3,500,000	-	-	739,701	2,760,300	79%	-	3,500,000	-	3,500,000		
Silverdale Transfer Center	4,093,647	26,167	7,420,938	2,642,102	(5,969,393)	-146%	22,954,002	1,500,000	2,593,647	4,093,647		
Ruth Haines Road (Design & Construction)	400,000	-	268,781	143,615	(12,396)	-3%	1,669,797	400,000	-	400,000		
Rental Park and Ride Improvements	20,000	-	-	-	20,000	100%	-	20,000	-	20,000		
Gateway Bus Storage Facility & Park and Ride Analysis TOD	25,000	1,469	14,388	-	10,612	42%	114,496	25,000	-	25,000		
Gateway Bus Storage Facility & Park and Ride PE/Design	842,400	-	-	-	842,400	100%	18,852	122,400	720,000	842,400		
Gateway Center Rehabilitation Design and Construction	500,000	-	-	-	500,000	100%	160,482	500,000	-	500,000		
SR104 P&R PE/Design	600,000	-	111,182	-	488,818	81%	116,296	100,000	500,000	600,000		
Fred Meyer Stop Safety Improvements (Design Only)	60,000	-	-	-	60,000	100%	-	60,000	-	60,000		
Port Orchard Transit Center Planning	737,283	-	59,379	325,298	352,605	48%	258,799	147,457	589,826	737,283		

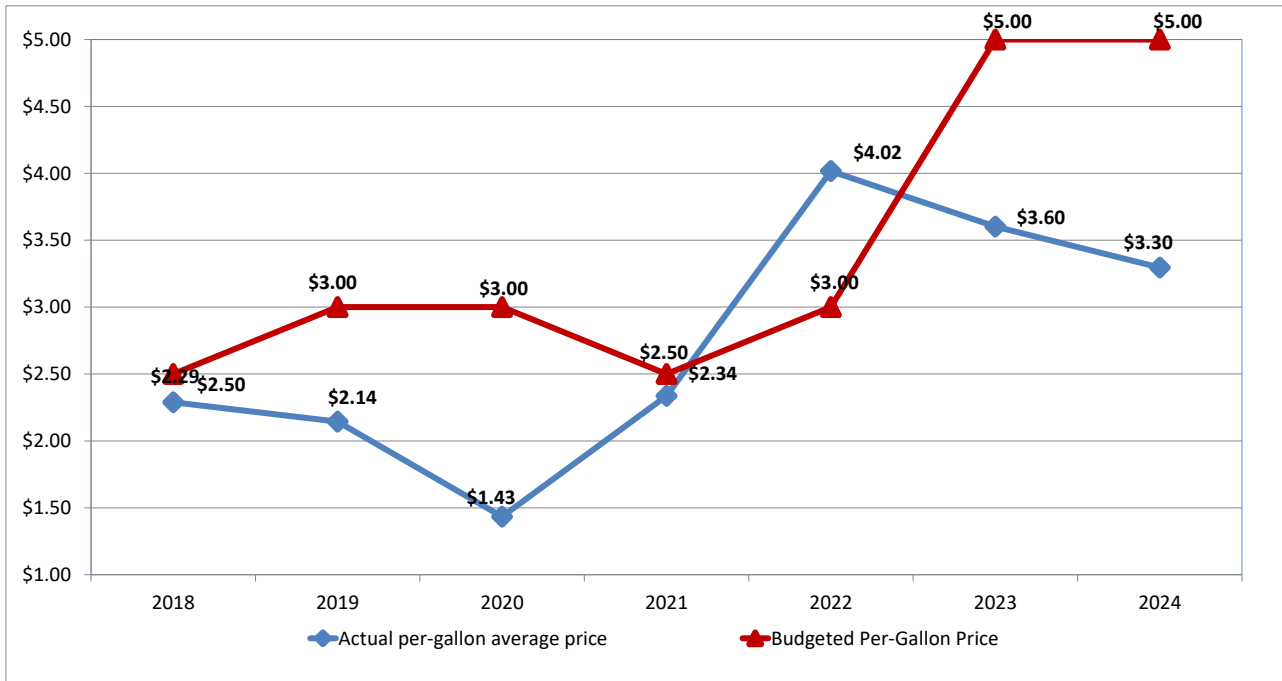
Capital Work In Progress - October 2024

Capital Budget And Expenditures										Capital Funding			
	2024 Budget	Current Month	YTD Expenditures	Encumbrance	Budget Remaining (\$)	Budget Remaining (%)	Cumulative Expenditures	Local Funds Budget	Grant Funds Budget	Total Funds Budget			
Bike Barn Lighting/Security Cameras	13,315	-	-	-	13,315	100%	-	3,263	10,052	13,315			
West Bremerton Hydrogen Fueling & P&R (Design & ROW)	7,721,914	-	2,529,112	-	5,192,802	67%	2,529,658	3,584,383	4,137,531	7,721,914			
Poulsbo Park & Ride	1,300,000	1,325	24,540	334,091	941,369	72%	220,809	1,300,000	-	1,300,000			
Inductive Charging (BTC, STC, WBTC & BITC)	2,912,558	36,550	220,525	507,774	2,184,259	75%	220,525	1,500,000	1,412,558	2,912,558			
Silverdale Park & Ride (Design & ROW)	150,000	-	-	-	150,000	100%	-	150,000	-	150,000			
Operator Training Facility	3,500,000	-	-	-	3,500,000	100%	-	3,500,000	-	3,500,000			
Day Road Park & Ride (Design & Construction)	3,944,625	19,809	150,511	1,689,482	2,104,632	53%	150,511	1,588,925	2,355,700	3,944,625			
Equipment and Systems													
Computer Infrastructure Improvements	200,000	-	-	-	200,000	100%	-	200,000	-	200,000			
ORCA Next Generation	-	-	87,556	-	(87,556)	-	87,556	-	-	-			
Servers and Capitalized Computer Equip.	200,000	-	-	-	200,000	100%	130,991	200,000	-	200,000			
VEEM Backup and Recover Software/Server	150,000	-	-	-	150,000	100%	-	150,000	-	150,000			
APC UPS for Servers	60,000	-	-	-	60,000	100%	-	60,000	-	60,000			
IP Cameras (Bremerton, PO Dock, South Base, Cil)	300,000	-	-	-	300,000	100%	264,102	300,000	-	300,000			
Misc. Equipment	15,000	-	108,177	-	(93,177)	-621%	108,177	15,000	-	15,000			
Training Room Upgrades	25,000	-	-	247,143	(222,143)	-889%	-	25,000	-	25,000			
Pilot - Digital Bus Stop Panels	25,000	-	-	-	25,000	100%	-	25,000	-	25,000			
Schedule Racks	40,000	-	-	-	40,000	100%	-	40,000	-	40,000			
Scaffold for EV Bus Maint	90,000	-	-	-	90,000	100%	-	90,000	-	90,000			
Payroll System Implementation	100,000	-	-	-	100,000	100%	-	100,000	-	100,000			
Bus Rotor Lathes	45,000	-	-	-	45,000	100%	-	45,000	-	45,000			
Tire Changing Equipment	25,000	-	-	-	25,000	100%	-	25,000	-	25,000			
Service Truck	90,000	-	18,024	-	71,976	80%	240,539	90,000	-	90,000			
F150 Maintenance	60,000	-	62,124	-	(2,124)	-4%	62,124	60,000	-	60,000			
Bus in Motion Alarms	18,000	-	-	-	18,000	100%	-	18,000	-	18,000			
Transit Fund Total	126,223,898	3,374,647	31,536,753	22,094,990	72,592,155	58%	57,512,286	63,221,963	63,001,935	126,223,898			
Ferry Fund													
Ferry Vessels													
Owner Representation (New Vessels)	1,400,000	-	-	25,111	1,374,889	98%	-	1,400,000	-	1,400,000			
Electric Fast Foil Ferry Design & Prototype	1,000,000	-	3,660	-	996,341	100%	17,404	1,000,000	-	1,000,000			
MV Solano Purchase/PE/Rehabilitation	1,271,685	-	425,991	886,206	(40,511)	-3%	13,976,362	934,337	337,348	1,271,685			
Spare Jet Bow Loaders	700,000	-	-	-	700,000	100%	-	700,000	-	700,000			
Genset Bow Loaders	229,806	-	-	-	229,806	100%	91	40,222	189,584	229,806			
Finest Jet Replacement	303,338	-	-	650,010	(346,672)	-114%	216,670	303,338	-	303,338			
Electric Foot Ferry & Infrastructure Design and Construction	15,895,503	-	712,310	907,044	14,276,149	90%	1,603,519	1,695,503	14,200,000	15,895,503			
Ferry Terminal													
Bremerton Dock Improvements/Rail Lift/Emerg. Intercom	233,373	-	201,672	121,509	(89,808)	-38%	201,672	46,675	186,698	233,373			
Alternative Analysis Seattle Terminal	27,397	-	-	-	27,397	100%	394,281	27,397	-	27,397			
Seattle Terminal PE	3,575,000	-	679,099	-	2,895,901	81%	679,494	1,075,000	2,500,000	3,575,000			
Southworth Terminal Redevelopment (WSF Partner)	3,103,804	-	871	-	3,102,933	100%	1,073	853,804	2,250,000	3,103,804			
Electronic Signage Docks	150,000	-	-	-	150,000	100%	-	150,000	-	150,000			
Southworth Parking Lot Changes	393,274	-	148,447	-	244,827	62%	148,447	393,274	-	393,274			

Capital Work In Progress - October 2024

Capital Budget And Expenditures												Capital Funding			
	2024 Budget	Current Month	YTD Expenditures	Encumbrance	Budget Remaining (\$)	Budget Remaining (%)	Cumulative Expenditures	Local Funds Budget	Grant Funds Budget	Total Funds Budget	Budget		Budget		
											Expenditures	Expenditures	Budget	Budget	
POF Preventative Maintenance	2,824,414	-	241,218	-	2,583,197	91%	241,218	461,939	2,362,475	2,824,414					
Breakwater at Port Orchard Marina (Partnership)	1,000,000	-	398	-	999,603	100%	398	1,000,000	-	1,000,000					
Annapolis Environmental Study	150,000	2,564	6,982	-	143,018	95%	19,534	150,000	-	150,000					
Mooring Dock Alt. Analysis, Purchase & Improvements	4,979,835	2,373	22,995	-	4,956,840	100%	95,654	4,979,835	-	4,979,835					
Marine Maintenance Fac. (Locate, ROW & Concept. Design)	1,250,425	-	122,542	-	1,127,883	90%	348,338	1,250,425	-	1,250,425					
Marine Maintenance Fac. Environmental	2,250,000	-	-	-	2,250,000	100%	-	2,250,000	-	2,250,000					
Ferry & Terminal PM (Formerly workbook project)	218,837	-	-	-	218,837	100%	-	3,500,000	-	218,837					
Seattle Docking Facility (Match Only)	3,500,000	-	-	-	3,500,000	100%	-	20,000	-	3,500,000					
Ferry Tools & Equipment															
Marine Specialty Tools	20,000	-	-	-	20,000	100%	-	20,000	-	20,000					
Ferry Fund Total	44,476,691	4,937	2,566,184	2,589,880	39,320,627	88%	17,944,154	22,231,749	22,244,942	44,476,691					
Grand Total	170,700,589	3,379,584	34,102,937	24,684,870	111,912,782	66%	75,456,440	85,453,712	85,246,877	170,700,589					

Kitsap Transit Diesel Costs Updated through November 2024



Per-gallon average price	2018	2019	2020	2021	2022	2023	2024
January	\$2.10	\$1.89	\$1.99	\$1.68	\$2.89	\$3.50	\$4.72
February	\$2.04	\$2.08	\$1.80	\$2.04	\$3.18	\$3.40	\$4.20
March	\$2.02	\$2.13	\$1.31	\$2.15	\$3.90	\$3.46	\$2.99
April	\$2.36	\$2.21	\$1.04	\$2.07	\$4.30	\$3.48	\$3.20
May	\$2.46	\$2.34	\$1.08	\$2.23	\$4.30	\$3.00	\$3.01
June	\$2.58	\$1.93	\$1.25	\$2.44	\$5.10	\$3.25	\$3.04
July	\$2.39	\$2.08	\$1.36	\$2.37	\$4.99	\$4.08	\$3.14
August	\$2.29	\$2.05	\$1.37	\$2.47	\$3.99	\$4.18	\$2.87
September	\$2.38	\$2.13	\$1.27	\$2.41	\$3.89	\$4.35	\$3.06
October	\$2.58	\$2.47	\$1.38	\$2.73	\$4.42	\$3.71	\$3.02
November	\$2.36	\$2.40	\$1.72	\$2.73	\$4.35	\$3.51	\$3.00
December	\$1.90	\$2.02	\$1.64	\$2.72	\$2.89	\$3.30	
Monthly Avg. Cost YTD	\$ 2.29	\$ 2.14	\$ 1.43	\$ 2.34	\$ 4.02	\$ 3.60	\$ 3.30
Budgeted Per-Gallon Price	\$ 2.50	\$ 3.00	\$ 3.00	\$ 2.50	\$ 3.00	\$ 5.00	\$ 5.00

In November, KT paid \$3.00 a gallon for fuel compared to \$3.02 in October. The year-to-date per-gallon average price as of November was \$3.30 compared \$5.00 a gallon for fuel budgeted for 2024.



3RD QUARTER REPORT

July - September 2024



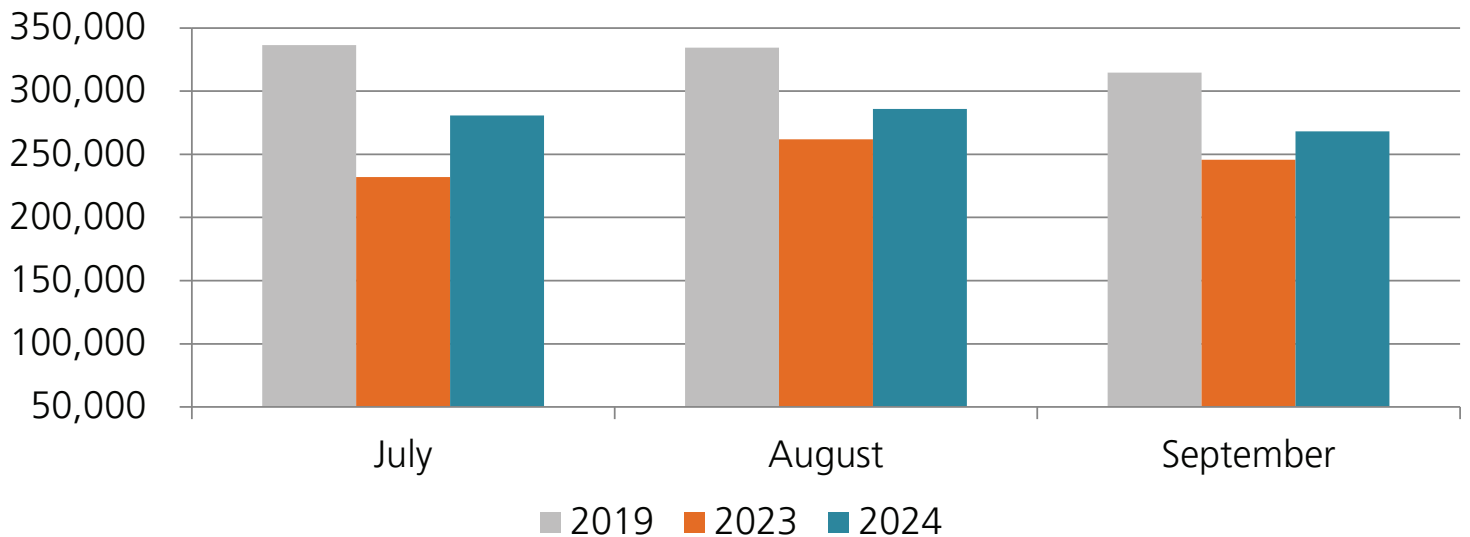
Total Boardings Systemwide

3rd Quarter

3 rd Quarter, 2024				
TOTAL BOARDINGS	July	August	September	QUARTER TOTAL
Routed	113,491	115,074	113,732	342,297
ACCESS & VanLink	20,039	20,496	18,698	59,233
Worker/Driver	17,334	17,772	17,930	53,036
On-Demand/Dial-A-Ride	3,847	3,951	3,227	11,025
Foot Ferry	35,606	37,639	33,742	106,987
Fast Ferry	84,315	85,117	75,828	245,260
Vanpool*	6,037	5,913	5,057	17,007
Guaranteed Ride Home	1	2	0	3
SYSTEMWIDE TOTAL	280,670	285,964	268,214	834,848

* Vanpools in service: July (43), August (44), September (40)

Year over Year



Throughout this report, data for 2019 is presented in tables and charts to show how current trends compare to pre-pandemic.

Total Boardings Systemwide

Year to Date

TOTAL BOARDINGS	Q3 2019	Q3 2023	Q3 2024	Year to Date	
				2023-2024 Total Change	2023-2024 % Change
Routed	1,469,425	825,907	1,078,582	252,675	31%
ACCESS & VanLink	186,885	159,508	168,806	9,298	6%
Worker/Driver	283,278	155,732	153,872	-1,860	-1%
On-Demand/Dial-A-Ride	49,769	27,043	33,738	6,695	25%
Foot Ferry	434,231	247,741	286,983	39,242	16%
Fast Ferry	355,674	574,637	654,557	79,920	14%
Vanpool	117,436	61,066	55,264	-5,802	-10%
Guaranteed Ride Home	79	8	6	-2	-25%
TOTAL BOARDINGS	2,896,777	2,051,642	2,431,808	380,166	19%

NOTES: Sunday bus service started in Bremerton in September 2023 and was extended to Port Orchard, Silverdale and Poulsbo in June 2024. Sunday service is fare-free through 2024.

Kitsap Transit reached an agreement with the state to fund more fast-ferry sailings on the Bremerton/Seattle route and began operating them on Dec. 1, 2022.

In September 2024, Kitsap Transit was awarded a \$13.5 million federal grant for a new fast ferry to replace the aging M/V Finest on the Kingston- Seattle route. The 349-passenger Finest was built in 1996 and refurbished by Kitsap Transit in 2018. A recent survey of the vessel found the hull and engines are at or near the end of their useful life, and another refurbishment would cost between \$14 million and \$17 million.



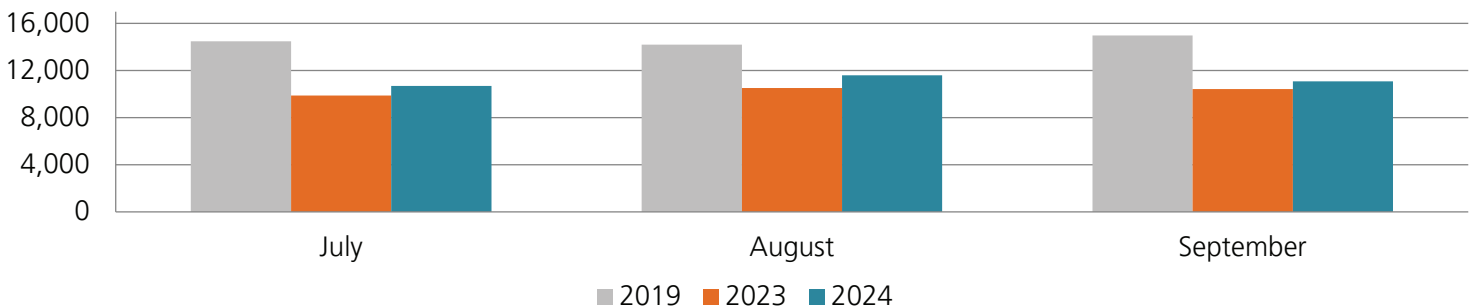
Average Daily Boardings Systemwide

Quarter to Quarter: Weekdays

AVERAGE DAILY BOARDINGS: WEEKDAYS	Quarter Comparison				
	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2024 AVERAGE
Routed	5,347	4,770	4,631		4,919
ACCESS & VanLink	698	792	798		762
Worker/Driver	748	734	780		754
On-Demand/Dial-A-Ride	122	161	134		139
Foot Ferry	1,111	1,315	1,369		1,264
Fast Ferry	2,561	2,987	3,149		2,897
Vanpool	280	283	250		271
SYSTEMWIDE AVERAGE	10,867	11,043	11,111		11,006

Year over Year: Weekdays

Systemwide Weekday
Average Daily Boardings by Month



In June 2024, Kitsap Transit was selected to receive \$17 million in federal funding to construct a full-service maintenance facility at its North Base in Poulsbo and procure five double-decker, battery-electric buses. The new facility will accelerate Kitsap Transit's efforts to transition its fleet to a zero-emissions future.



Average Daily Boardings Systemwide

Quarter to Quarter: Weekends

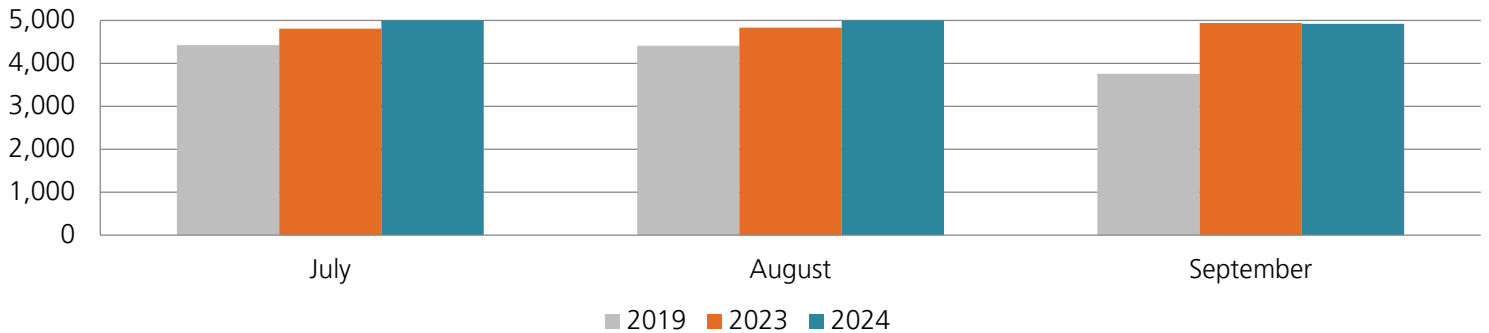
Quarter Comparison					
AVERAGE DAILY BOARDINGS: SATURDAYS	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2024 AVERAGE
Routed	1,669	1,720	1,787		1,727
ACCESS & VanLink	273	298	314		296
On-Demand/Dial-A-Ride	95	168	147		138
Foot Ferry	353	496	694		518
Fast Ferry	959	1,610	2,395		1,673
SYSTEMWIDE AVERAGE	3,349	4,292	5,336		4,351

AVERAGE DAILY BOARDINGS: SUNDAYS	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2024 AVERAGE
Routed	159	263	319		249
VanLink	38	55	68		54
Foot Ferry	133	227	378		249
SYSTEMWIDE AVERAGE	331	546	764		553

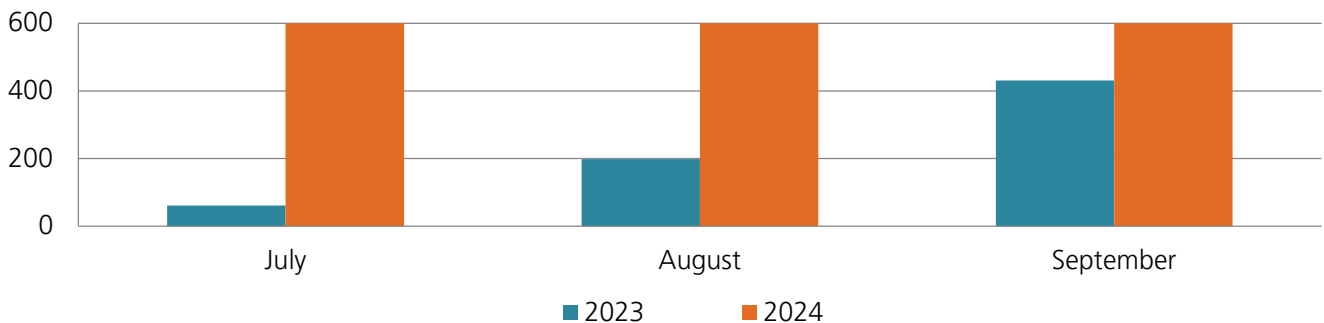
NOTES: In December 2022, Kitsap Transit reached an agreement with the state to fund additional fast-ferry sailings on the Bremerton/Seattle route, including year-round Saturday sailings. Kitsap Transit’s normal summer schedule operates May through September. Sunday bus service started in Bremerton in September 2023 and was extended to Port Orchard, Silverdale and Poulsbo in June 2024. Sunday service is fare-free through 2024.

Year over Year: Weekends

Systemwide Average Daily Boardings by Month – Saturdays



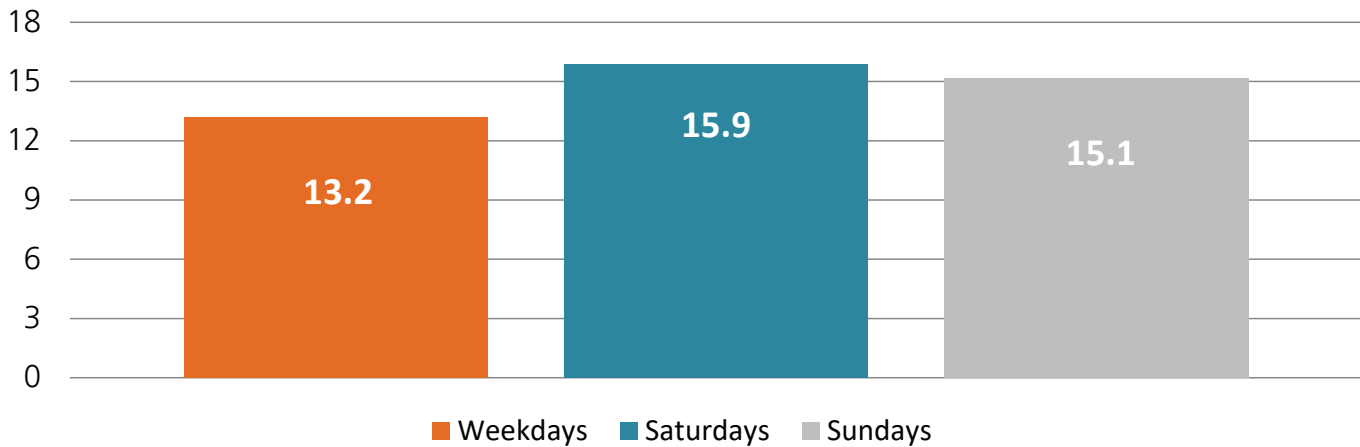
Systemwide Average Daily Boardings by Month – Sundays



Average Passengers Per Hour Systemwide

3rd Quarter

2024 3rd Quarter
Average PPH — Weekdays vs. Weekends



Average Fare Collected

Average fare is total fare revenue divided by the number of boardings. Total fare revenue consists of revenue from passes and farebox. As a result, average fares shown may be lower or higher than the one-way cash full fare. Fast Ferry maximum theoretical average fare is \$6.00, assuming most passengers travel round trip (\$12.00 divided by two trips).

3rd Quarter

3 rd Quarter, 2024					
AVERAGE FARE COLLECTED	July	August	September	QUARTER AVERAGE	2024 AVERAGE
Routed	\$1.06	\$1.17	\$1.12	\$1.12	\$1.03
ACCESS & VanLink	\$0.68	\$0.67	\$0.86	\$0.74	\$0.79
Worker/Driver	\$3.54	\$3.41	\$3.49	\$3.48	\$3.60
On-Demand/Dial-A-Ride*	\$1.10	\$1.05	\$1.19	\$1.11	\$1.25
Foot Ferry	\$1.50	\$1.49	\$1.57	\$1.52	\$1.74
Fast Ferry	\$4.73	\$4.88	\$4.89	\$4.83	\$4.69
Vanpool	\$4.37	\$2.86	\$2.80	\$3.38	\$3.27
SYSTEMWIDE AVERAGE	\$2.42	\$2.45	\$2.42	\$2.43	\$2.30

Quarter to Quarter

Quarter Comparison					
AVERAGE FARE COLLECTED	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2024 AVERAGE
Routed	\$0.93	\$1.04	\$1.12		\$1.03
ACCESS & VanLink	\$0.86	\$0.78	\$0.74		\$0.79
Worker/Driver	\$3.58	\$3.75	\$3.48		\$3.60
On-Demand/Dial-A-Ride*	\$1.29	\$1.33	\$1.11		\$1.25
Foot Ferry	\$2.10	\$1.70	\$1.52		\$1.74
Fast Ferry	\$4.72	\$4.52	\$4.83		\$4.69
Vanpool	\$3.09	\$3.35	\$3.38		\$3.27
SYSTEMWIDE AVERAGE	\$2.17	\$2.29	\$2.43		\$2.30

* Due to the nature of the Kitsap Transit's On-Demand/Dial-A-Ride services, revenue is calculated between an average of Routed and ACCESS per trip rate.

Transfers

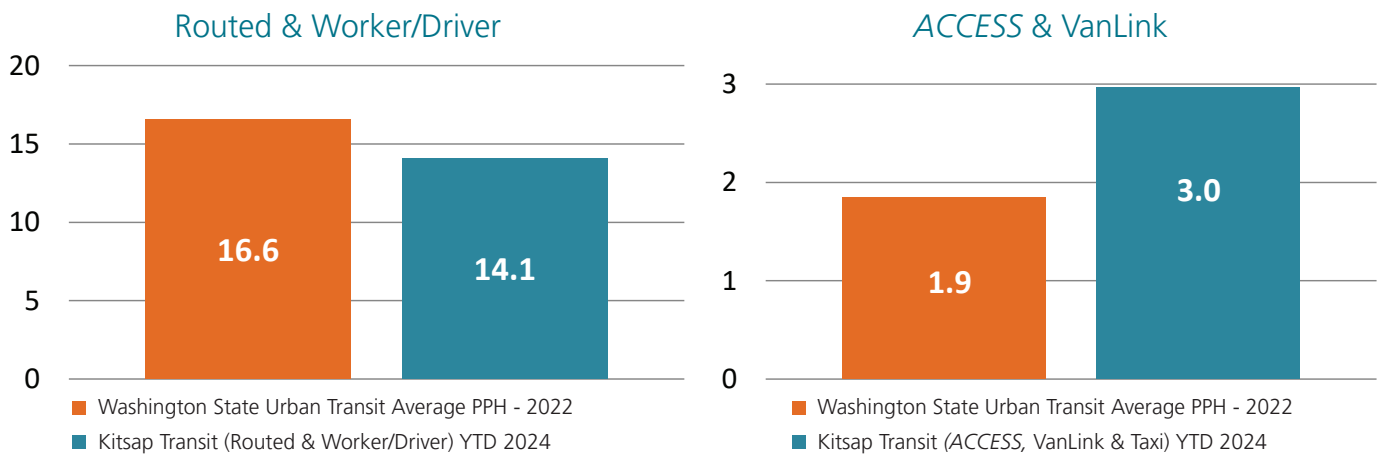
Transfer Percentage By Quarter

TRANSFERS	Quarter Comparison						
	Q3 2019	Q3 2023	Q1 2024	Q2 2024	Q3 2024	Q4 2024	YEAR TO DATE PERCENTAGE
Between KT and other transit agencies* using ORCA	26%	35%	30%	28%	26%		28%
Between KT vehicles/vessels using ORCA	74%	65%	70%	72%	74%		72%

* Includes transfers between Kitsap Transit and Pierce, King County Metro, Community or Sound Transit made within two hours.

Passengers Per Hour Systemwide

Kitsap Transit vs. Washington State Urban Transit Average



NOTE: On October 1, 2023, Kitsap Transit’s status changed from a Small Urban Transit Agency to an Urban Transit Agency.

In August, Kitsap Transit’s operators and maintenance team took home top prizes at the 2024 Washington State Transit Association Roadeo, winning first place in three events as well as the overall Grand Champion Award. Senior operator Val Quill took first place in the Routed 35-foot coach division. ACCESS operator Robert Floyd won first place in the Body-on-Chassis division, and the maintenance team of James Irish, Spencer Winslow and Ruben Castro took first in the Maintenance Roadeo. (Pictured second from left to right: Val Quill, James Irish, Spencer Winslow, Ruben Castro, Robert Floyd).



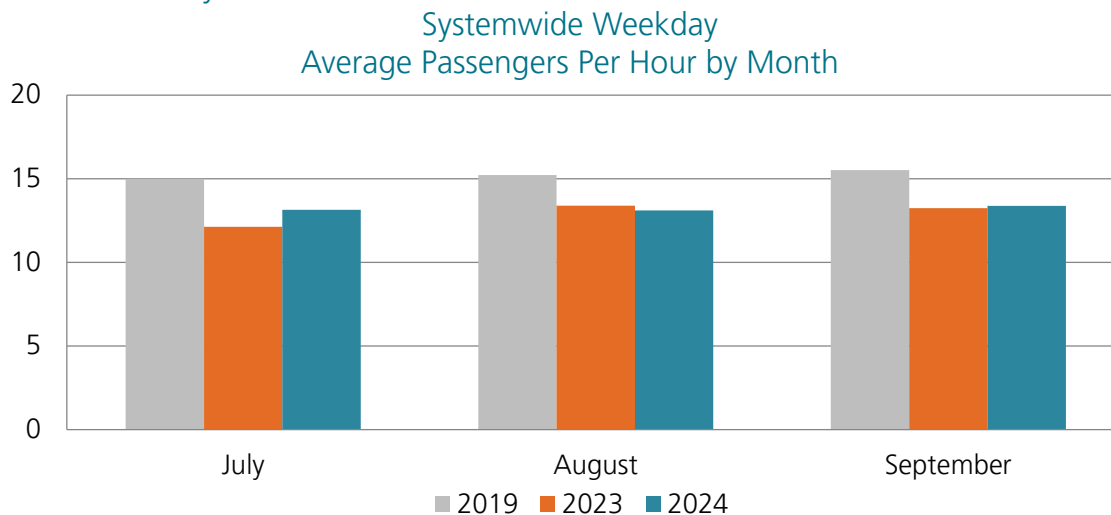
Passengers Per Hour Systemwide

Quarter to Quarter: Weekdays

AVERAGE PASSENGERS PER HOUR: WEEKDAYS	Quarter Comparison				
	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2024 AVERAGE
Routed	15.9	13.4	13.4		14.2
ACCESS & VanLink	3.1	3.0	2.8		3.0
Worker/Driver	15.5	14.6	15.7		15.3
On-Demand/Dial-A-Ride	2.9	3.2	3.2		3.1
Foot Ferry	55.4	62.7	65.2		61.2
Fast Ferry	61.8	68.9	72.8		67.9
Vanpool	4.9	4.8	4.4		4.7
SYSTEMWIDE AVERAGE	14.2	13.2	13.2		13.5

NOTE: Total passengers divided by hours of revenue service

Year over Year: Weekdays



In September 2024, Kitsap Transit was selected to receive a \$1.2 million state grant to design an all-electric, zero-emission fast ferry demonstration vessel and its shoreside charging infrastructure. The demonstration vessel is intended to prove the technology's viability and prepare the way for the first all-electric hydrofoil fast ferry to operate on Puget Sound.



Passengers Per Hour Systemwide

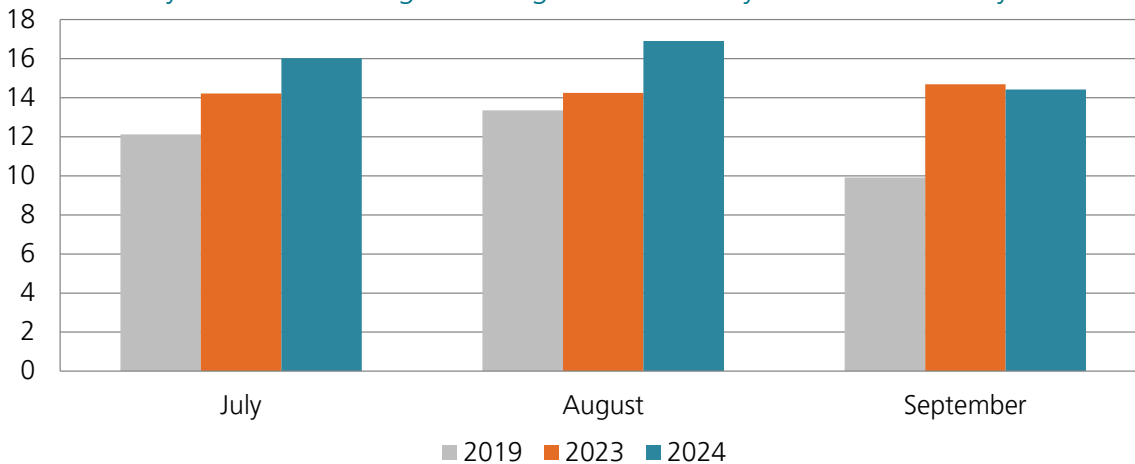
Quarter to Quarter: Weekends

Quarter Comparison					
AVERAGE PASSENGERS PER HOUR: SATURDAYS	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2024 AVERAGE
Routed	9.9	11.0	12.3		11.0
ACCESS & VanLink	2.7	2.6	2.6		2.6
On-Demand/Dial-A-Ride	3.2	4.3	3.9		3.9
Foot Ferry	28.5	43.3	60.6		44.1
Fast Ferry	87.0	87.3	107.7		96.2
SYSTEMWIDE AVERAGE	10.3	12.7	15.9		13.1
AVERAGE PASSENGERS PER HOUR: SUNDAYS	Q1 2024	Q2 2024	Q3 2024	Q4 2024	2024 AVERAGE
Routed	6.7	12.0	14.5		11.0
VanLink	2.8	3.6	3.3		3.3
Foot Ferry	15.5	28.6	47.5		30.5
SYSTEMWIDE AVERAGE	7.1	12.0	15.1		11.7

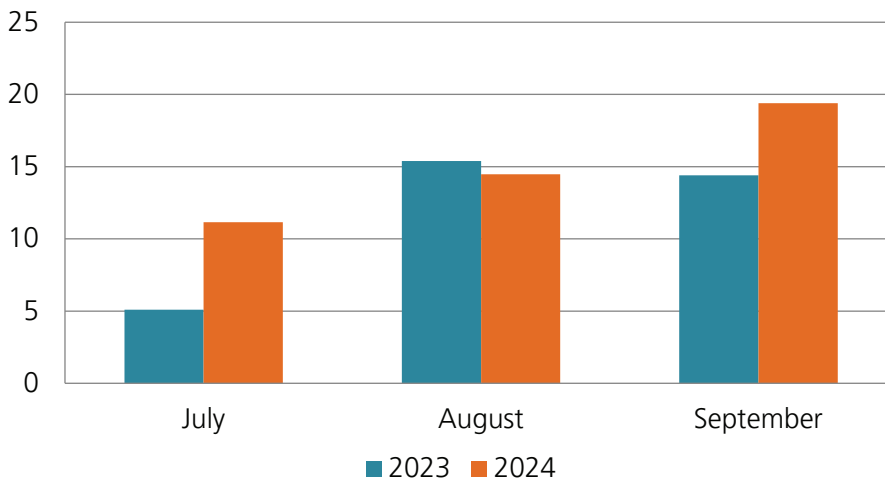
NOTES: Fast Ferry summer extended Saturday service started on May 4. Sunday bus service started in Bremerton in September 2023 and was extended to Port Orchard, Silverdale and Poulsbo in June 2024. Ridership is higher in the third quarter for Saturday and Sunday boardings due to summer travel to Seattle and big events in the region.

Year over Year: Weekends

Systemwide Average Passengers Per Hour by Month – Saturdays



Systemwide Average Passengers Per Hour by Month – Sundays



Quarterly Transit Fund Financial Report

SEPTEMBER 2024



Kitsap Transit
12/3/2024

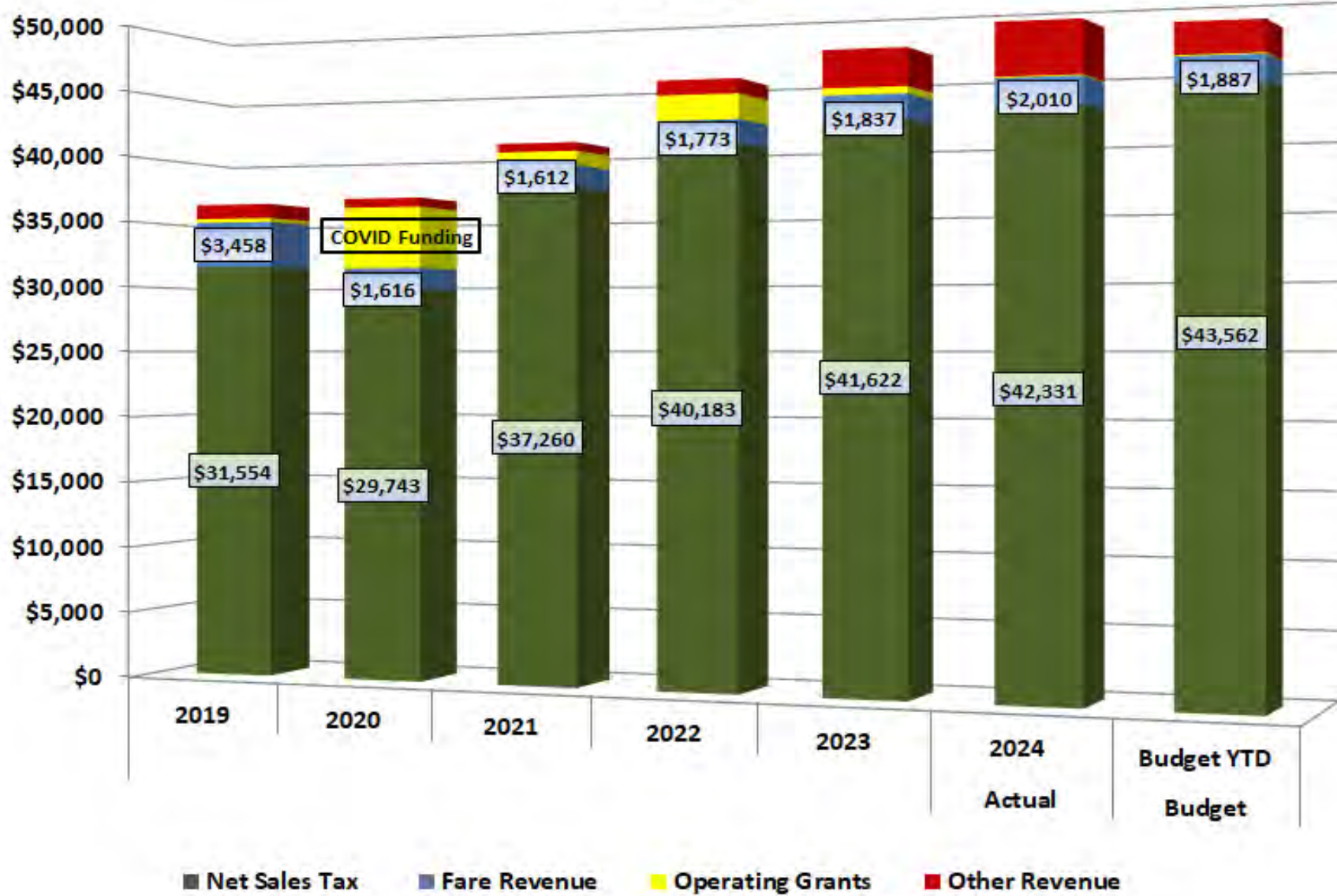
Summary Income Statement - Transit Fund

Third Quarter - 2024

	Actual	Budget	Over / (Under) Budget		Notes
			(\$)	(%)	
OPERATING INCOME:					
ROUTED FARE	\$ 1,142,690	\$ 1,004,400	\$ 138,290	13.77%	Due primarily to a rebound in Routed ridership
WORKER DRIVER FARE	553,805	564,300	(10,495)	-1.86%	
VANPOOL FARE	180,643	151,200	29,443	19.47%	
ACCESS FARE	133,240	167,400	(34,160)	-20.41%	
PARKING FEES	151,311	135,000	16,311	12.08%	
ADVERTISING REVENUE	15,168	-	15,168		
LEASE INCOME	375,952	375,000	952	0.25%	
OTHER OPERATING INCOME	28,361	9,000	19,361	215.12%	
TOTAL OPERATING REVENUE	\$ 2,581,170	\$ 2,406,300	\$ 174,870	7.27%	
OPERATING EXPENSE:					
GENERAL ADMINISTRATION	\$ 4,530,544	\$ 5,047,007	\$ (516,463)	-10.23%	Due largely to budgeted safety audit services
CAPITAL/LONG RANGE PLANNING	631,045	787,457	(156,412)	-19.86%	
CUSTOMER SERVICE/INFORMATION	671,090	802,520	(131,430)	-16.38%	
ROUTED SERVICES	11,144,061	12,180,377	(1,036,316)	-8.51%	Due primarily to timing difference of Sunday service rollout
WORKER DRIVER	864,674	1,036,165	(171,491)	-16.55%	
RIDESHARE	349,073	346,069	3,004	0.87%	
ACCESS	8,038,175	8,383,956	(345,781)	-4.12%	Due largely to staff wages & benefit less than budget
VEHICLE MAINTENANCE	8,301,126	8,848,711	(547,585)	-6.19%	Due primarily to fuel price less than budget assumption
FACILITIES MAINTENANCE	2,954,929	2,923,455	31,474	1.08%	
SERVICE DEVELOPMENT	2,052,331	2,881,999	(829,668)	-28.79%	Due primarily to lower ORCA costs
TOTAL OPERATING EXPENSES	\$ 39,537,048	\$ 43,237,716	\$ (3,700,668)	-8.56%	
OPERATING INCOME (LOSS)	\$ (36,955,878)	\$ (40,831,416)	\$ 3,875,538	-9.49%	
NON OPERATING INCOME (EXPENSE):					
SALES TAX	\$ 42,759,000	\$ 44,002,000	\$ (1,243,000)	-2.82%	Sales tax revenue performing less than 3.5% growth assumption
OPERATING GRANTS (SNPT / RM / WA REV)	19,225	86,250	(67,025)	-77.71%	
OTHER OPERATING GRANTS (CTR / PM)	67,288	-	67,288		
INTEREST INCOME	3,349,273	1,800,000	1,549,273	86.07%	Greater interest rates than budgeted (3.5% vs 2.0%)
MISC INCOME (EXPENSE)	(20,238)	-	(20,238)		
INTEREST EXPENSE	(9,572)	(5,775)	(3,797)	65.75%	
GAIN OR LOSS ON DISPOSITION OF ASSET	13,074	-	13,074		
DEPRECIATION EXPENSE	(5,408,368)	(5,700,000)	291,632	-5.12%	
AMORTIZATION EXPENSE	(49,741)	(49,500)	(241)	0.49%	
SALES TAX COLLECTION FEE	(427,590)	(440,020)	12,430	-2.82%	
NON OPERATING REVENUE, NET	\$ 40,292,351	\$ 39,692,955	\$ 599,396	1.51%	
NET INCOME (LOSS)	\$ 3,336,473	\$ (1,138,461)	\$ 4,474,934		

Total Revenue - Transit Fund

Year to Date - September
(in thousands)



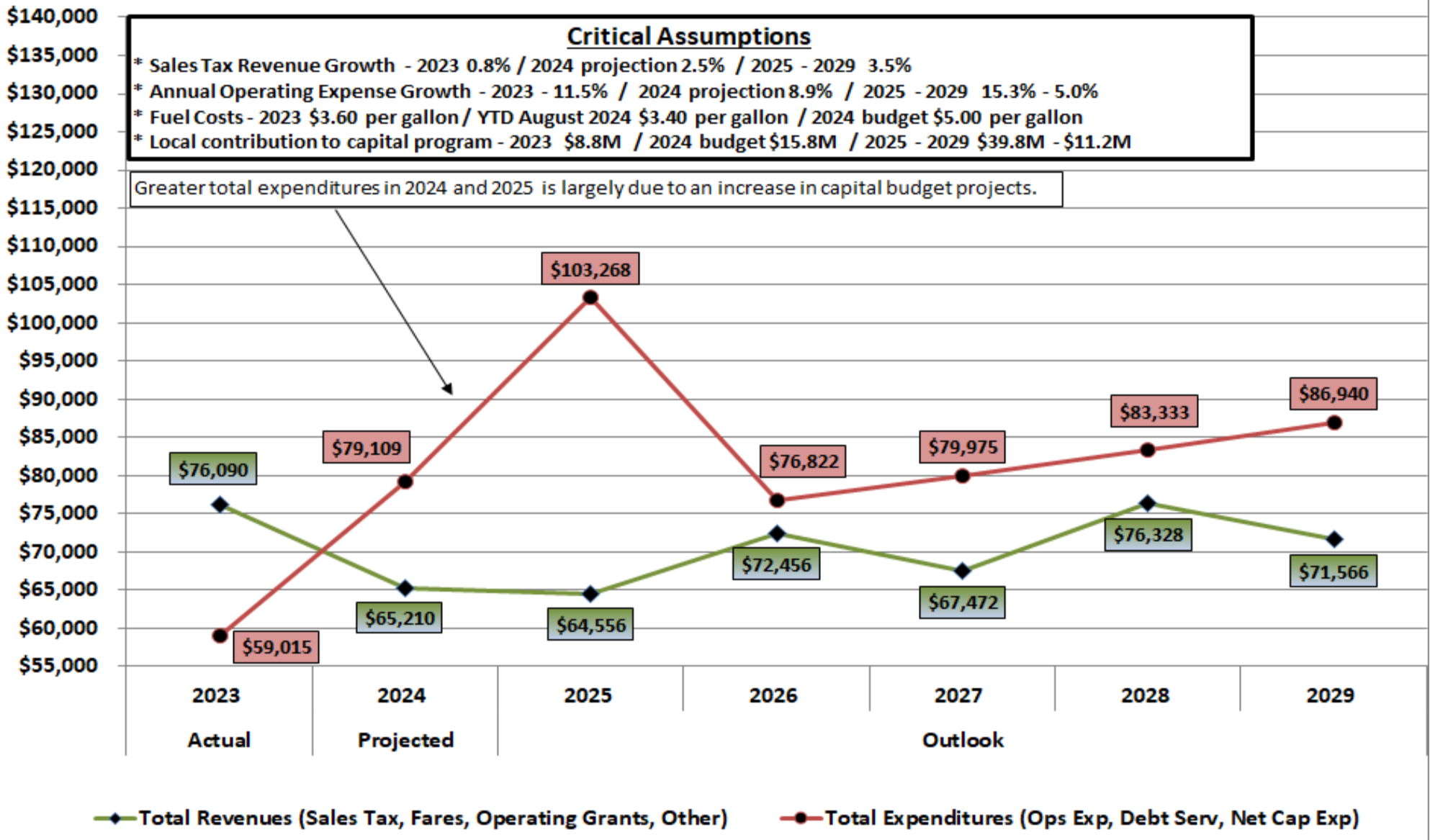
Total Net Expenditures - Transit Fund

Year to Date - September
(in thousands)



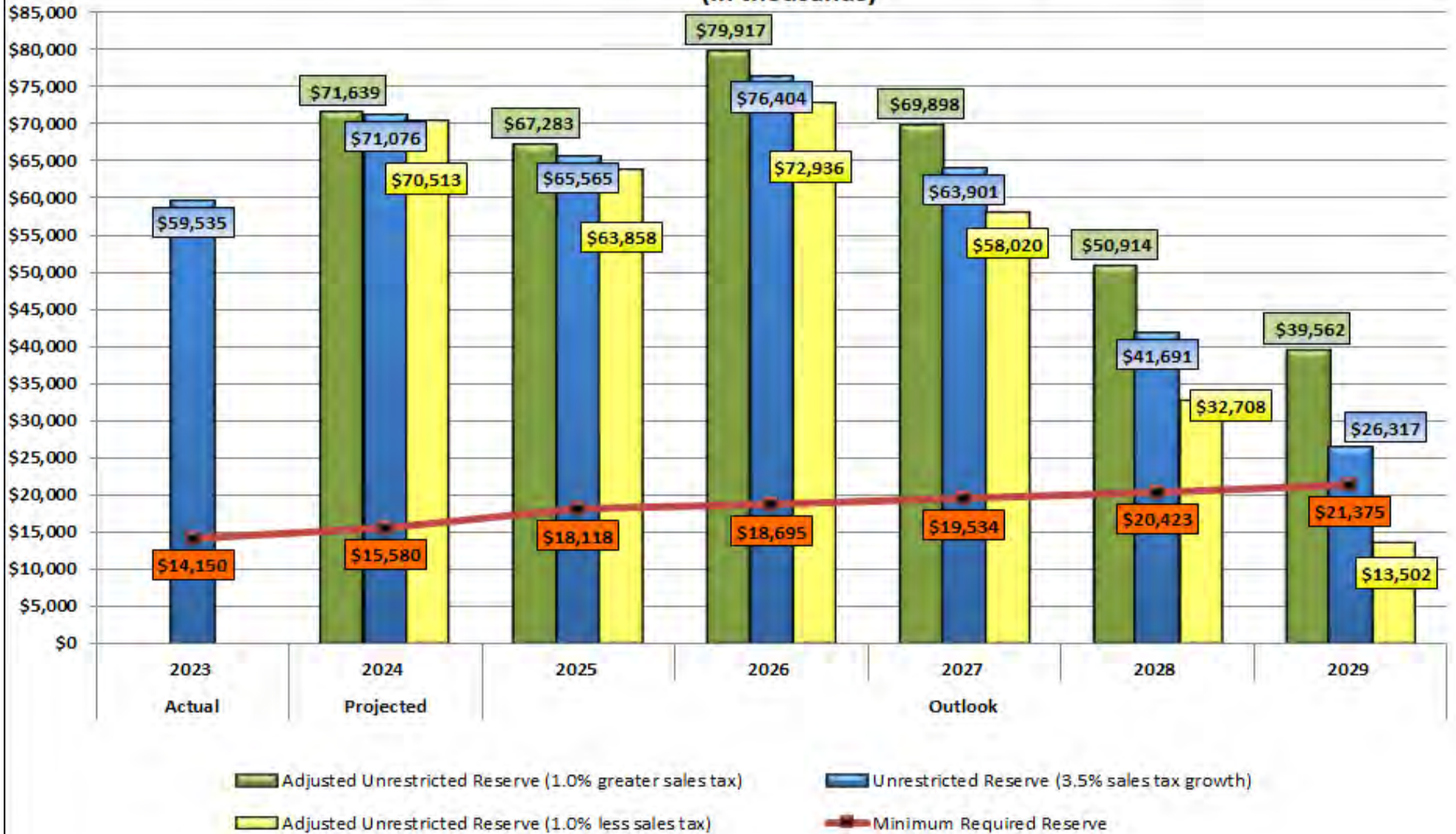
Total Revenues and Expenditures - Transit Fund

(in thousands)



Unrestricted Reserve - Transit Fund

(in thousands)



Quarterly Ferry Fund Financial Report

SEPTEMBER 2024



Kitsap Transit

12/3/2024

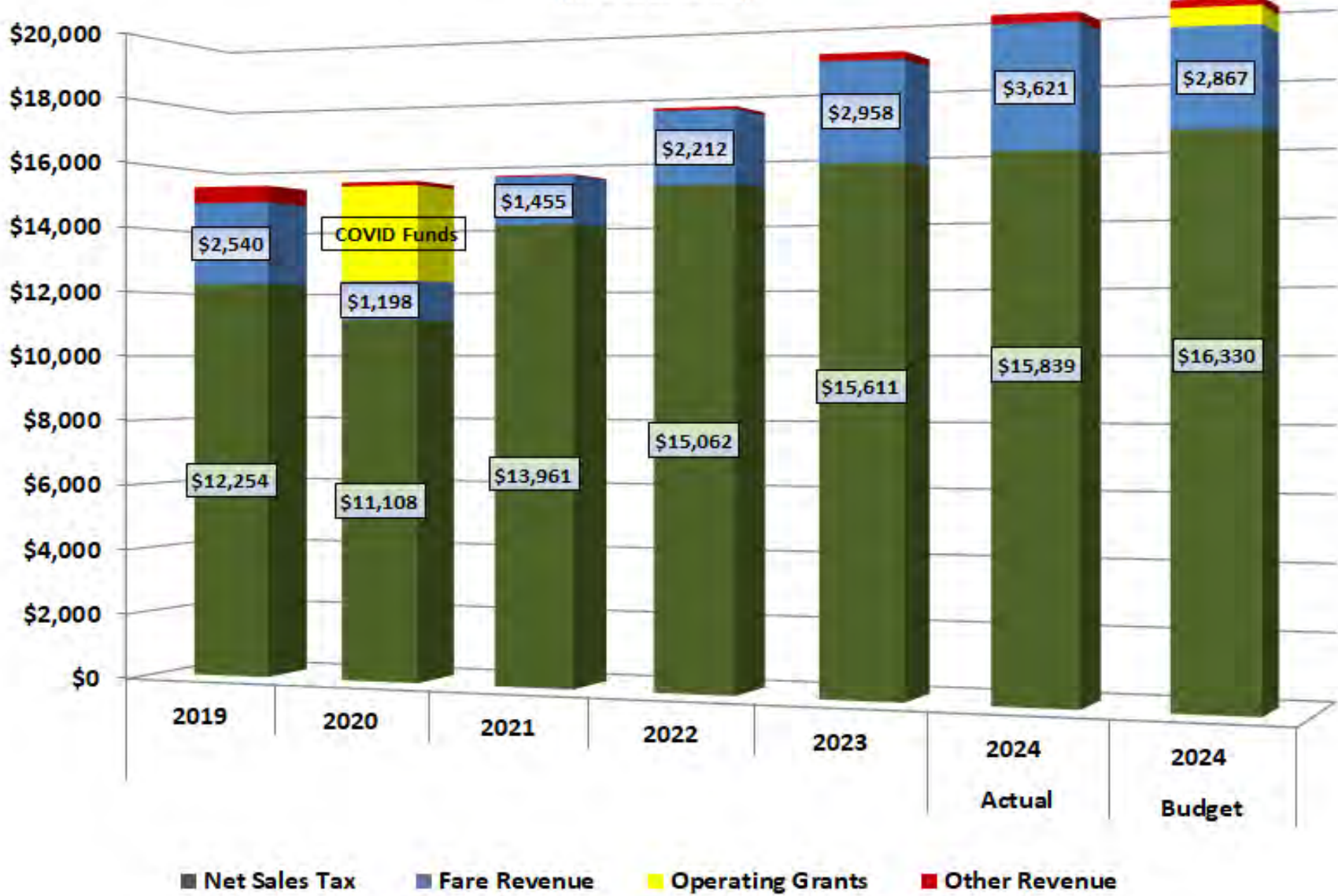
Summary Income Statement - Ferry Fund

Third Quarter - 2024

	Actual	Budget	Over / (Under) Budget		Notes
			(\$)	(%)	
OPERATING INCOME:					
LOCAL FERRIES	\$ 500,491	\$ 470,700	\$ 29,791	6.33%	
BREMERTON FAST FERRY	2,069,688	1,635,900	433,788	26.52%	Largely due to supplemental WSF service
KINGSTON FAST FERRY	417,434	331,100	86,334	26.08%	Largely due to a rebound in ridership
SOUTHWORTH FERRY	633,652	429,700	203,952	47.46%	Largely due to a rebound in ridership
TOTAL OPERATING REVENUE	\$ 3,621,265	\$ 2,867,400	\$ 753,865	26.29%	
OPERATING EXPENSE:					
GENERAL ADMINISTRATION	\$ 1,545,626	\$ 2,056,092	\$ (510,466)	-24.83%	Partial offset of WSF supplemental service
LOCAL FERRY	1,475,238	1,649,210	(173,972)	-10.55%	
BREMERTON FAST FERRY	2,614,858	3,187,383	(572,525)	-17.96%	Partial offset of WSF supplemental service
KINGSTON FAST FERRY	2,232,997	2,580,597	(347,600)	-13.47%	Largely due to lower fuel expense
SOUTHWORTH FERRY	2,376,088	2,439,990	(63,902)	-2.62%	
MAINTENANCE AND FACILITIES	3,895,346	5,673,707	(1,778,361)	-31.34%	Timing difference of repairs & WSF service
TOTAL OPERATING EXPENSES	\$ 14,140,153	\$ 17,586,980	\$ (3,446,826)	-19.60%	
OPERATING INCOME (LOSS)	\$ (10,518,888)	\$ (14,719,580)	\$ 4,200,692	-28.54%	
NON OPERATING INCOME (EXPENSE):					
SALES TAX	\$ 15,999,000	\$ 16,495,000	\$ (496,000)	-3.01%	
OPERATING GRANTS	-	525,000	(525,000)	-100.00%	Timing difference operating grants
INTEREST INCOME	272,491	225,000	47,491	21.11%	
INTEREST EXPENSE	(620,192)	(594,000)	(26,192)	4.41%	
DEPRECIATION EXPENSE	(3,236,557)	(2,025,000)	(1,211,557)	59.83%	
AMORTIZATION EXPENSE	(9,120)	(\$9,000)	(120)	1.33%	
SALES TAX COLLECTION FEE	(159,990)	(164,950)	4,960	-3.01%	
NON OPERATING REVENUE, NET	\$ 12,245,633	\$ 14,452,050	\$ (2,206,417)	-15.27%	
NET INCOME (LOSS)	\$ 1,726,745	\$ (267,530)	\$ 1,994,274	-745.44%	

Total Revenue - Ferry Fund

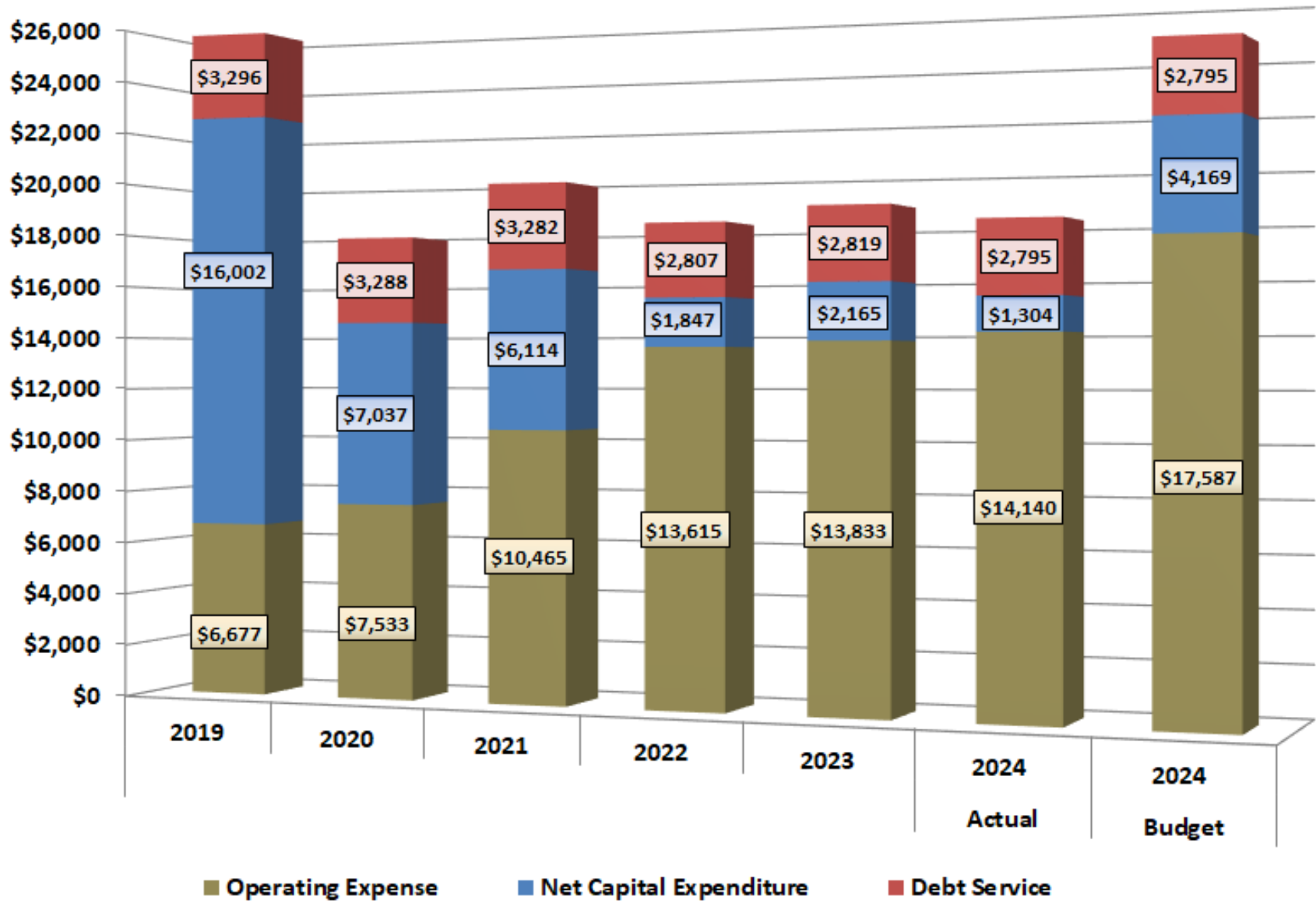
Year to Date - September
(in thousands)



Total Net Expenditures - Ferry Fund

Year to Date - September

(in thousands)



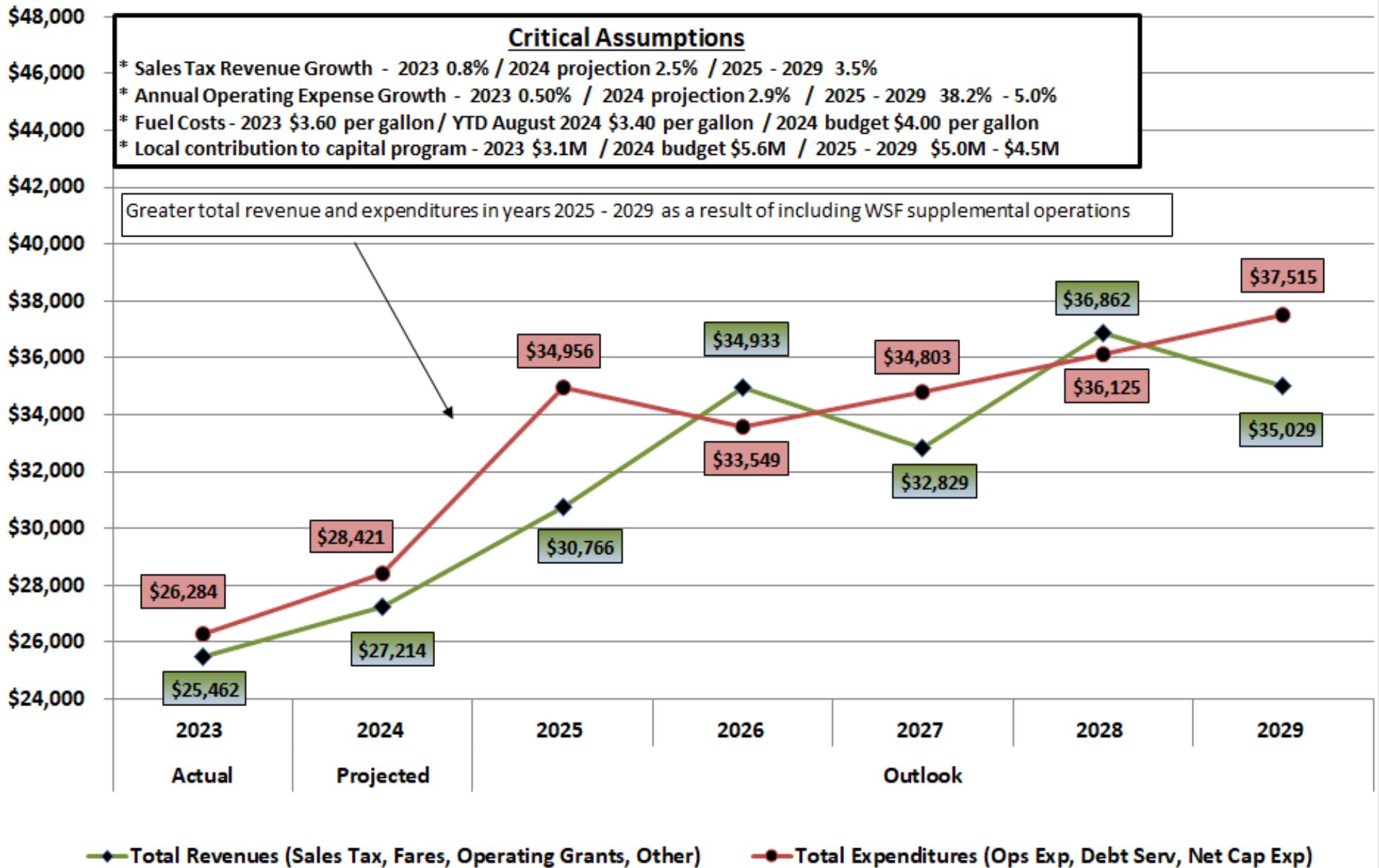
Total Revenues and Expenditures - Ferry Fund

(in thousands)

Critical Assumptions

- * Sales Tax Revenue Growth - 2023 0.8% / 2024 projection 2.5% / 2025 - 2029 3.5%
- * Annual Operating Expense Growth - 2023 0.50% / 2024 projection 2.9% / 2025 - 2029 38.2% - 5.0%
- * Fuel Costs - 2023 \$3.60 per gallon / YTD August 2024 \$3.40 per gallon / 2024 budget \$4.00 per gallon
- * Local contribution to capital program - 2023 \$3.1M / 2024 budget \$5.6M / 2025 - 2029 \$5.0M - \$4.5M

Greater total revenue and expenditures in years 2025 - 2029 as a result of including WSF supplemental operations



Unrestricted Reserve - Ferry Fund

(in thousands)

