



Puget Sound Regional Council

MINUTES

OPERATIONS COMMITTEE MEETING

THURSDAY, OCTOBER 26, 2023

PUGET SOUND REGIONAL COUNCIL, HYBRID MEETING

9:00 A.M.

1. Call to Order and Roll Call

Executive Somers called the meeting of the Operations Committee to order at 9:00 a.m. The Operations Committee is a hybrid meeting, allowing for remote and in-person attendance. A call-in number was provided on the meeting agenda for members of the public to listen to the meeting. Staff announced that a quorum was present.

See attached attendance roster for members and alternates present for all, or part of, the virtual meeting.

Guests and staff present for all, or part, of the virtual meeting were:

Ben Bakkenta, PSRC

Josh Brown, PSRC

Nancy Buonanno Grennan, PSRC

Patty Jakala, PSRC

Lili Mayer, PSRC

Casey Moreau, PSRC

Andrew Werfelmann, PSRC

2. Communications and Public Comment

There was no public comment.

3. Consent Agenda

- a. Approve Minutes of Meeting held September 28, 2023
- b. Approve Vouchers Dated August 31, 2023, through October 9, 2023, in the Amount of \$1,523,850.65.

Consent Agenda: It was moved and seconded (Roberts/Morell) to approve the minutes of the Operations Committee meeting September 28, 2023, and the vouchers dated August 31, 2023, through October 9, 2023, in the Amount of \$1,523,850.65. The motion passed unanimously.

4a. Action Item – Approve Contract Authority for Move Related Expenses

Nancy Buonanno Grennan, PSRC, shared that PSRC will be moving in December. PSRC reviewed moving vendors through the Washington State Department of Enterprise Services. The committee is being asked to approve contract authority so PSRC may select one of the moving services. The amount is not to exceed \$60,000, though it is estimated to come under budget.

Action: It was moved and seconded (Morell/Erickson) to recommend that the Executive Board authorize the Executive Director to enter one or more contracts to purchase moving services in an amount not to exceed \$60,000. The motion passed unanimously.

4b. Action Item – Approve Contract Authority for Purchase of Regional Economic Forecast Data

Craig Helmann, PSRC, shared that PSRC will be updating its population and employment forecast to 2050. Historically, PSRC has maintained an in-house data model. However, most Metropolitan Planning Organizations are now shifting to purchasing data products from data economist experts. PSRC has considered a variety of sources and vendors, including those used by member jurisdictions. PSRC anticipates that the purchase will also include key demographic and economic center data. The committee discussed the type of data purchased and using the data to see how accurate past forecasting has been.

Action: It was moved and seconded (McDermott/Morell) to recommend that the Executive Board authorize the Executive Director to enter one or more contracts to purchase regional macroeconomic forecast data not to exceed \$60,000. The motion passed unanimously.

5a. Discussion Item – Supplemental Budget Schedule Updated Revenues and Expenditures

Andrew Werfelmann, PSRC, noted that at its October meeting, the committee reviewed the schedule for the development of the Supplemental Budget. There have been no changes to the budget since October. Staff will assemble a full draft budget for review at the December Operations Committee. PSRC Policy Boards will be given the opportunity to review and comment on the draft budget at January meetings.

6a. Information Item – PSRC Office Space Report

Ms. Buonanno Grennan informed the committee that further audio/visual equipment was installed in the new office in October. The general contractor and furniture vendor will be onsite to complete pending tasks. Construction is anticipated to be completed in the second week in November. Plants and artwork will be installed before the end of the year. Again, PSRC plans to move in December.

6b. Information Item – Monthly Budget Report

6c. Information Item – Contract Status Report

6d. Information Item – Grant Status Report

The committee reviewed monthly progress reports.

Josh Brown, PSRC, reminded the committee that all December board meetings will only offer remote participation for members due to PSRC moving office spaces. PSRC plans to hold hybrid meetings in the new office space, with the first being the January 25 Executive Board. Board members will be provided more information as the date approaches.

Executive Somers shared there will be no committee meeting in November. The next meeting is scheduled for December 7.

The meeting adjourned at 9:25 AM.

Attachments:

A. Operations Cmte October 26, 2023, Attendance Roster

PSRC Operations Committee October 26, 2023

3.a - Att. A

Jurisdiction		Member	Attend
King County	2	CM Joe McDermott	1
		Vacant	
City of Seattle	1	CM Andrew Lewis	
King County Cities/Towns	1	CM Chris Roberts, Shoreline	1
		MYR Dana Ralph, Kent Alt.	
Kitsap County & Cities/Towns	1	MYR Becky Erickson, Poulsbo	1
		CM Joe Deets, Bainbridge Island Alt.	1
Pierce County	1	CM Dave Morell	1
		CM Ryan Mello Alt	
Pierce County Cities/Towns	1	MYR Pro Tem Javier Figueroa, University Place	1
		CM Ned Witting, Puyallup Alt.	
Snohomish County	1	EXEC Dave Somers, Chair	1
		CM Jared Mead Alt.	
Snohomish County Cities/Towns	1	MYR Barb Tolbert, Arlington	1
		MYR Pro Tem Bryan Wahl, Mountlake Terrace Alt.	
Statutory Members: Ports, WSDOT, WA Trans. Commission	1	COM David Simpson, Port of Everett	1
		COM Glen Bachman, Port of Everett	
Members	10		9
		(Quorum = 5) Quorum Total	8