



## Puget Sound Regional Council

### MINUTES

**Puget Sound Regional Council Operations Committee**  
**June 27, 2024**  
**1201 Third Avenue, Ste 500, Seattle, WA 98101**

### 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 held as a webinar. A link for the public to watch the webinar was provided on the meeting agenda as well as a call-in number.

A roll call determined that a quorum was present.

### COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

### CONSENT AGENDA

**ACTION: It was moved and seconded (Wahl/Simpson) to**

- a. Approve Minutes of Meeting held April 25, 2024
- b. Approve Vouchers Dated April 15, 2024, through June 10, 2024, in the Amount of \$2,402,530.61.

**The motion passed.**

### **ACTION ITEM: APPROVE CONTRACT AUTHORITY FOR CONSULTANT SERVICES FOR A FEDERAL POLICY AND GRANT CONSULTANT**

Robin Koskey, PSRC, shared that PSRC previously hired a federal consulting firm, Holland & Knight, to give PSRC strategic advice on federal grant opportunities, policy and budget. PSRC has been very satisfied with the results of working with a consultant and would like to continue. The current contract expires at the end of 2024. PSRC will go out for an RFP this summer/fall to have a contract in place by the end of 2024. The committee is being asked to recommend Executive Board approval for an amount not to exceed \$270,000.

**ACTIONS: It was moved and seconded (Morell/Wahl) to Recommend that the Executive Board authorize the Executive Director to enter a consultant contract for federal affairs and funding services. The total budget for consultant work is not to exceed \$270,000 over a two-year period.**

**ACTION ITEM: APPROVE CONTRACT AUTHORITY FOR ONGOING AUDIO-VISUAL SYSTEMS MAINTENANCE**

Nancy Buonanno Grennan, PSRC, noted that PSRC is seeking contract authority for an amount not to exceed \$150,000 over a three-year period. The contracts will support audio visual equipment maintenance and troubleshooting. Warranties for newer equipment will expire next year. Additionally, repurposed equipment will need maintenance. PSRC anticipates bringing in a firm starting in 2025.

**ACTION: It was moved and seconded (Wahl/Morell) to recommend the Executive Board authorize the Executive Director to enter into one or more contracts for consultant services for ongoing, on-call audio-visual equipment and systems maintenance. The total budget for consultant work is not to exceed \$150,000 over a 3-year period.**

**ACTION ITEM: APPROVE CONTRACT AUTHORITY FOR CONSULTANT SERVICES FOR REGIONAL TRANSPORTATION PLAN PUBLIC ENGAGEMENT**

Ben Bakkenta, PSRC, shared that PSRC is seeking consultant services to support the development of the Regional Transportation Plan (RTP). Anticipated work includes public meetings, development of an online engagement hub, public opinion surveys, focus groups, interviews and other engagement activities. PSRC conducted an extensive procurement process in December 2024/January 2025 to hire a firm to support PSRC's safety engagement work. PSRC has been very happy with the results and hopes to leverage work through the safety planning process to support the development of the RTP.

**ACTION: It was moved and seconded (Wahl/Simpson) to recommend the Executive Board authorize the Executive Director to enter into one or more contracts for consultant services for public engagement and outreach. The total budget for consultant work shall not exceed \$225,000.**

**INFORMATION ITEMS:**

a. New Employee Status Report

Nancy Buonanno Grennan introduced two new employees: Eva de la Pena and Sohyeon Yun

b. PSRC Office Space Report

Ms. Buonanno Grennan, PSRC, shared that PSRC has moved out of Waterfront Place. The office move came in on time and under budget.

Josh Brown, PSRC, thanked staff and Ms. Buonanno Grennan for facilitating PSRC's office move.

c. Monthly Budget Report

d. Contract Status Report

e. Grant Status Report

The committee reviewed all other monthly reports.

Josh Brown, PSRC, shared that Seattle will host the National Association of Regional Councils (NARC) conference in 2025. It will be an opportunity for the region to highlight ongoing planning work. PSRC will work with board members to engage them in the event.

Executive Somers congratulated PSRC on another successful General Assembly.

Ms. Buonanno Grennan shared that PSRC recently held its annual staff retreat in Lynwood with Executive Somers attending to provide remarks.

### **NEXT MEETING**

The next Operations Committee meeting is scheduled for Thursday, July 25, 2024, 9:00-9:50 a.m. The committee will not meet in August.

### **ADJOURN**

The meeting was adjourned at 9:32 a.m.

### **ATTACHMENTS**

- a. Attendance June 27, 2024

**PSRC Operations Committee 2024 - June 27, 2024**

**3.a - Att. A**

<b>Jurisdiction</b>		<b>Member</b>	<b>Attend</b>
King County	2	Vacant	
		Vacant	
City of Seattle	1	CM Dan Strauss	
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
		MYR Joe Deets, Bainbridge Island Alt.	1
Pierce County	1	CM Dave Morell	1
		CM Ryan Mello Alt	
Pierce County Cities/Towns	1	MYR Josh Penner, Orting	1
		CM Dennis King, Puyallup Alt.	
Snohomish County	1	EXEC Dave Somers, Chair	1
		CM Jared Mead Alt.	
Snohomish County Cities/Towns	1	MYR Pro Tem Bryan Wahl, Mountlake Terrace	1
		Vacant Alt.	
Statutory Members: Ports, WSDOT, WA Trans. Commission	1	COM David Simpson, Port of Everett	1
		COM Glen Bachman, Port of Everett	
Members	10		8
		(Quorum = 5) Quorum Total	7