



Puget Sound Regional Council

Operations Committee

Thursday, March 26, 2026 • 9:30 – 9:50 a.m. **note late start time**

Hybrid Meeting – PSRC Conference Room - 1201 Third Avenue, Suite 500, Seattle, 98101

Watch or listen

- Watch the meeting live via webinar:
<https://psrc-org.zoom.us/j/82174237820?pwd=JXCx2A0UMDbliDexTROQBdywY7htPX.1>
- Listen by phone 1-888-475-4499, Webinar ID: 821 7423 7820, Passcode: 790890

Attend

- The public can attend meetings at [PSRC's offices](#).
- PSRC staff will be available to provide floor access 10 minutes before the meeting's start time and up to 15 minutes after the meeting's start time.
- If you arrive after these times, please call 206-464-7090 for assistance.

Provide public comment

- **Public comment must relate to an action or discussion item on the agenda. Each member of the public will have 2 minutes to speak.**
- **In-person**
Public comment may be made in person at PSRC's offices.
- **Comment via Zoom webinar**
Following the Call to Order, the Committee Chair will open public comment and allow attendees to "raise hand" to speak. When your name is called, unmute your microphone to speak. The committee will hear the audio but not see your video.
- **Written comments**
Comments may be submitted via email to mdaily@psrc.org by 8:00 a.m. the day of the meeting. Comments will be shared with board members.

Public comments are public records and may be subject to disclosure pursuant to the Public Records Act, RCW Chapter [42.56](#).

1. Call to Order and Roll Call (9:30)

2. Communications and Public Comment

Public comment must relate to an action or discussion item on the agenda.

3. Consent Agenda - Action Items

- a. Approve Minutes of Meeting held February 26, 2026
- b. Approve Vouchers February 9, 2026, Through March 11, 2026, in the Amount of \$1,855,838.89.

4. Action Items

- a. Approve Contract Authority for Consultant Services for a Federal Policy and Grant Consultant

5. Information Items

- a. Monthly Budget Report
- b. Contract Status Report
- c. Grant Status Report
- d. Joint Board Session on Addressing Underserved Communities in Our Region, April 30, 2026
- e. Summer Planning Academy (SPA) for High School Students Applications due May 18, 2026
- f. Annual General Assembly Save the Date, May 28, 2026

6. Next Meeting:

Thursday, April 23, 2026

7. Adjourn (9:50)

Board members please submit proposed amendments and materials prior to the meeting for distribution. Organizations/individuals may submit information for distribution. Send to Marc Daily, e-mail mdaily@psrc.org or mail.

For language or ADA assistance at PSRC board meetings, please contact us at 206-464-7090 at least 72 hours in advance of the meeting. For TTY-based telecommunications relay service dial 711.

العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, visit <https://www.psrc.org/contact/language-assistance>.



Puget Sound Regional Council

MINUTES

Operations Committee

February 26, 2026

1201 3rd Ave., Ste 500, Seattle, WA 98101

CALL TO ORDER AND ROLL CALL

Chair Executive Ryan Mello called the meeting to order at 9:00 a.m. and welcomed members and attendees. The meeting was held in a hybrid format, with options for in-person and remote participation.

Chair Mello acknowledged a new committee member, Councilmember Eddie Lin, City of Seattle.

Roll was determined there was a quorum present.

COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA – ACTION ITEMS

- a. Approve Minutes of Meeting held December 4, 2025
- b. Approve Vouchers December 31, 2025, through February 2, 2026, in the Amount of \$1,778,044.58

ACTION: It was moved (Wahl/Low) to approve the Consent Agenda. The motion passed.

ACTION ITEM: APPROVE KING COUNTY AUDITING OFFICER DELEGATION RESOLUTION

Lili Mayer, PSRC, explained that King County requires a bond for PSRC's four authorized signers to request payments. The bond has been procured at minimal cost (\$150/year), and the committee's approval is required to recommend adoption of the resolution. The resolution appoints PSRC auditing officers that authorize the issuance of warrants and electronic transactions prior to board approval.

ACTION: It was moved and seconded (Flemming/Wahl) to
 Recommend the Executive Board adopt Resolution PSRC-EB-2026-01,
 appointing PSRC auditing officers for the purpose of authorizing the issuance of
 warrants and electronic transactions prior to board approval.
The motion passed.

APPROVE ITEM: APPROVE GENERAL ASSEMBLY CONTRACT AUTHORITY

Josh Brown, PSRC, requested contract authority not to exceed \$47,000 to support the 2026 General Assembly. The authority is in line with the adopted budget and will allow staff to enter into necessary agreements for the event. Mr. Brown noted the General Assembly will focus on economic development and adoption of the Regional Transportation Plan.

ACTION: It was moved and seconded (Flemming/Roberts) to
 Recommend the Executive Board authorize the Executive Director to enter into
 one or more contracts in support of the 2026 General Assembly. The total cost
 for all contracts will not exceed \$47,000.
The motion passed.

INFORMATION ITEMS

a. New Employee Status Report

Thu Le, PSRC, introduced three new employees James Kolberg, June Quick and intern Richard Boyechko

b. Fiscal Year 2025 Audit Results for Puget Sound Regional Council and the Central Puget Sound Economic Development District

Marc Daily (PSRC) reported that PSRC received its fifteenth consecutive clean audit for fiscal year 2025, with no findings or concerns, including on federal grant management

c. Monthly Budget Report

d. Contract Status Report

e. Grant Status Report

f. 2026 Executive Board and Operations Committee meeting schedule.

g. 2026 General Assembly Save the Date – Thursday, May 28, 2026, 10:00 a.m. – 1:00 p.m.

The committee reviewed monthly reports and the 2026 meeting schedule

h. Economic Update: Puget Sound Region Loses 12,900 Jobs in 2025

Josh Brown summarized the region's economic performance, noting a loss of 12,900 jobs in 2025 – the first non-pandemic year with net job loss since 2009. Job losses were concentrated in tech (information sector) and construction, with broader impacts on

affordability and workforce retention. Staff will provide additional sectoral analysis in future reports.

- i. Joint Board Session on Addressing Underserved Communities in Our Region –April 30, 2026

A joint board work session for PSRC board members will be held April 30, 2026, focusing on supporting underserved communities in the region.

NEXT MEETING

The committee is scheduled to meet on Thursday, March, 26, 2026, 9:00 a.m.

ADJOURN

The meeting adjourned at 9:29 a.m.

ATTACHMENTS

- A. Attendance February 26, 2025

PSRC Operations Committee - February 26, 2026

3.a - Att. A

Jurisdiction		Member	Attend
King County	2	Vacant	
		Vacant	
City of Seattle	1	CM Eddie Lin	
		Vacant Alt.	
King County Cities/Towns	1	CM Chris Roberts, Shoreline	1
		MYR Dana Ralph, Kent Alt.	1
Kitsap County & Cities/Towns	1	Vacant	
		COM Christine Rolfes, Kitsap County Alt.	
Pierce County	1	Executive Ryan Mello	1
		CM Dave Morell Alt.	
Pierce County Cities/Towns	1	MYR Stan Flemming, University Place	1
		CM Jeff Sproul, Orting Alt.	
Snohomish County	1	CM Sam Low	1
		CM Jared Mead Alt.	
Snohomish County Cities/Towns	1	MYR Pro Tem Bryan Wahl, Mountlake Terrace	1
		MYR Pro Tem Jacob Walker	1
Statutory Members: Ports, WSDOT, WA Trans. Commission	1	COM David Simpson, Port of Everett	
		COM Glen Bachman, Port of Everett	1
Members	10		8
		(Quorum = 5) Quorum Total	6



Puget Sound Regional Council

March 19, 2026

CONSENT AGENDA

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Vouchers Dated February 9, 2026, Through March 11, 2026, in the Amount of \$1,855,838.89**

IN BRIEF

Two representatives of the Operations Committee review and sign off on the vouchers. In accordance with RCW 42.24.080, following the Operations Committee's review, the Executive Board approves the vouchers.

RECOMMENDED ACTION

Recommend the Executive Board approve the following vouchers:

REQUESTED

<u>WARRANT DATE</u>	<u>VOUCHER NUMBER</u>	<u>TOTALS</u>
02/09/26 - 03/11/26	AP Vouchers	\$ 989,078.34
02/15/26 - 02/28/26	Payroll	\$ 866,760.55
		\$ 1,855,838.89

For additional information, please contact Andrew Werfelmann, Budget Manager, at awerfelmann@psrc.org or 206-971-3292.



Puget Sound Regional Council

March 19, 2026

ACTION ITEM

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Contract Authority for Consultant Services for a Federal Policy and Grant Consultant**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter a contract in excess of \$10,000. A request is being made to authorize a consultant contract to provide strategic information and advice on federal legislation, policy and grant opportunities.

RECOMMENDED ACTION

Recommend 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.

DISCUSSION

The changing policy and budget landscape at the federal level during the second Trump administration is creating unprecedented need for cities, counties, tribes and Metropolitan Planning Organizations to stay well informed about impacts and developments. PSRC staff continue to receive requests from members for information and strategies to access federal funds and maintain relationships. With consultant assistance, PSRC was successful in securing a \$500,000 Congressionally Directed Spending award for the Household Travel Survey supported by both of our senators.

Beginning in 2023, PSRC and its member jurisdictions have found the benefits of having consultant advice, expert information and relationship building to respond to policy changes and maintain opportunities for federal funding.

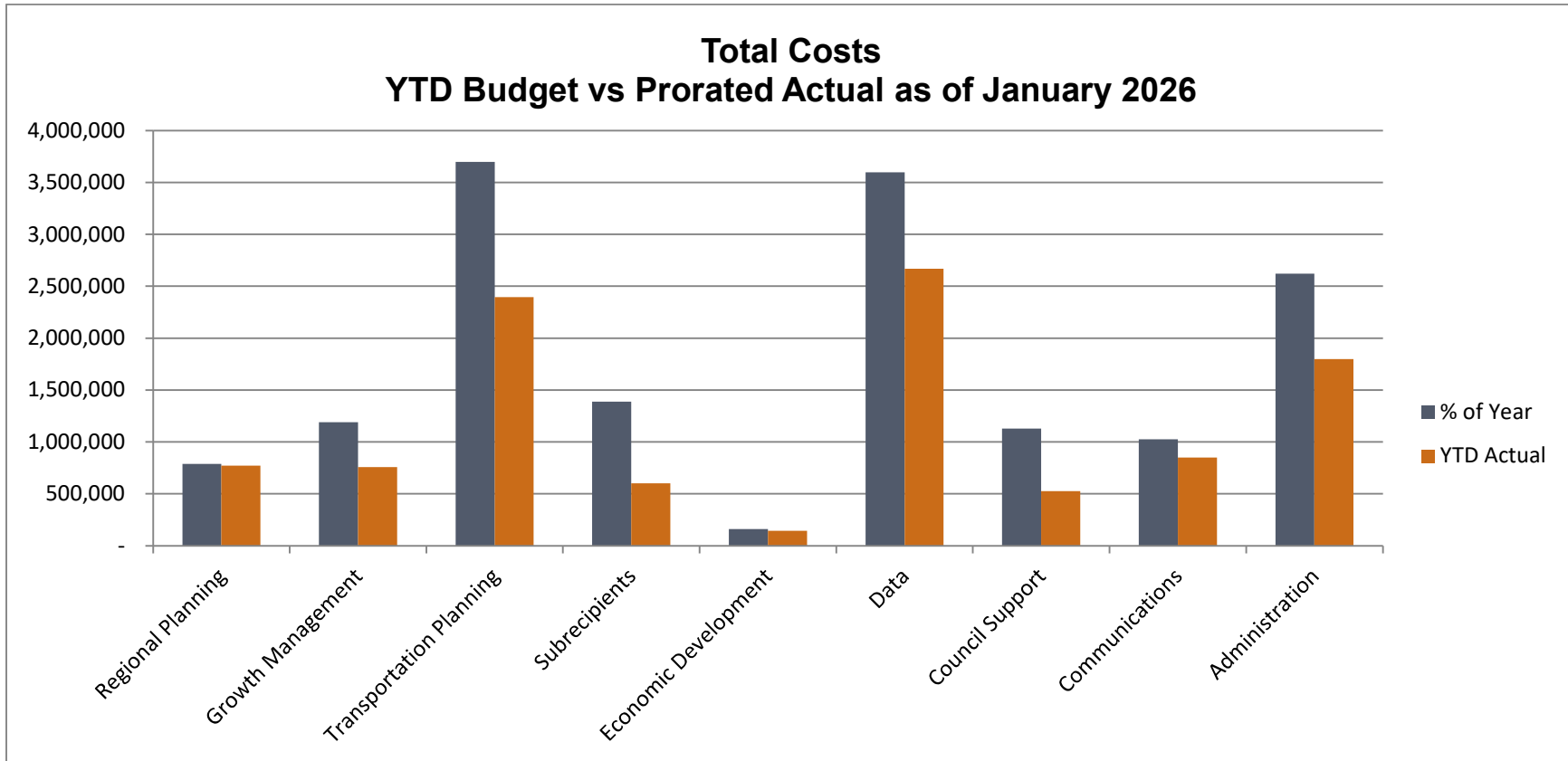
PSRC contracted with Holland & Knight in 2023 for federal consulting services. The principal staff person providing support for PSRC moved to a new Washington DC firm, Manatt, in October of 2025. Given our existing relationship and high-quality representation PSRC received, PSRC elected to move to Manatt consulting to maintain continuity.

The current contract for federal consultation assistance expires at the end of 2027. PSRC has been paying Manatt through Holland & Knight, through an MOU between the two firms. PSRC will now begin paying Manatt directly beginning in March of 2026. Staff are seeking authority for the duration of the contract, subject to budget availability beyond the current biennium.

The consultant will continue to provide PSRC with consulting services to relay information and expertise on federal legislation and programs. They will help maintain deep relationships with federal partners, including the regional federal delegation and federal agency officials. The consultant will assist with access to federal funding and will provide tailored updates to PSRC boards, as well as weekly updates to PSRC staff on federal legislative, budget and grant development. They will also manage fly-in visits to Washington D.C. for PSRC staff and board leadership.

This work is anticipated to be ongoing through the end of 2027. We anticipate the consultant will charge a regular monthly fee that will be the same amount each month. The consultant will provide a list of activities performed with each monthly invoice.

For more information contact Robin Koskey, Director of Government Relations and Communications, at (206) 971-3602 or rkoskey@psrc.org.



Budget as of September 2025 Amended Biennial Budget.

Percent of Year represents the amount of expenses that each department should have based on the current month of the fiscal year as it relates to the department’s annual budget. 50% of the fiscal year has been completed.

52.0% of labor, 15.6% of consultant budget not including Safe Streets and Roads for All Subrecipients, and 50.6% of direct budget has been expended.

25.2% of total Subrecipient budget has been expended for both Safe Streets and Roads for All programs. Grants run for 5 years.

Most of the consultant budget has not been expended.

Regional Planning expenses include the annual Summer Planning Academy which is beginning of year expenditure.

Puget Sound Regional Council
LARGE CONTRACT STATUS REPORT
as of 3/19/2026

5.b

Large contracts are those contracts having a value over \$10,000. Authorization to award a contract over \$10,000 goes before the Operation Committee for approval and their recommendation to the Executive Board to authorize the Executive Director to enter into a consultant contract for a particular work project in the adopted budget.										
Contractor	Description	Project* Manager	Board Approved	Date Issued	DBE/ WBE**	Contract Amount	Amount Paid	Amount Remaining	% Billed	Contract End Date
NEW										
AMENDED										
Triskelle Software Solutions, LLC	Transportation Projects Database & Online Apps Upgrade	Jennifer Barnes	06/22/13	02/07/24	Y	\$235,000	\$48,133	\$86,483	20%	12/31/26
COMPLETED										
PROJECT SPECIFIC										
AMPORF	Travel Model Software Development Cooperative	Stefan Coe	07/28/22	09/01/22	N	\$210,000	\$105,000	\$70,000	50%	06/30/28
Blue Raster	GIS and IT Services	Carol Naito	07/27/23	10/02/23	N	\$99,960	\$21,435	\$44,976	21%	06/30/27
Fehr & Peers	Regional Transit Access Assessment	Gil Cerise	09/26/24	03/24/25	N	\$125,000	\$65,505	\$59,495	52%	06/30/26
Holland & Knight	Federal Affairs and Funding Consultant Services	Robin Koskey	06/27/24	12/20/24	N	\$275,000	\$185,413	\$89,587	67%	12/31/27
HR&A Advisors	Housing Data & Policy Platform Tool Development	Robin Koskey	09/18/25	01/29/26	N	\$330,000	\$0	\$330,000	0%	11/30/26
Jennifer Ziegler Public Affairs Consulting, Inc.	WA State Legislative Monitoring	Robin Koskey	04/25/24	05/10/24	Y	\$160,000	\$56,000	\$72,000	35%	04/30/26
PC Bennett Solutions	Enterprise Resource Planning Software System	Lili Mayer	12/07/23	07/10/24	Y	\$400,000	\$132,364	\$141,162	33%	06/30/24
Resource Systems Group	2023 Household Survey Program - Wave 2	Brian Lee	03/24/22	10/12/22	N	\$901,673	\$763,009	\$101,413	85%	08/31/26
Seitel Systems	Information Systems and Network Support Services	Kathryn Johnson	04/24/25	07/01/25	N	\$50,000	\$35,660	\$14,340	71%	06/30/27
Uncommon Bridges (BDS Planning and Urban Design, INC)	Regional Transportation Plan Public Engagement	Noah Boggess	06/27/24	03/12/25	Y	\$225,000	\$224,540	\$460	100%	06/30/26
Upanup, Inc	Website Support	Carolyn Downs	09/22/22	10/01/22	N	\$96,000	\$14,095	\$59,970	15%	06/30/27
VisionSnap, Inc.	Upgrades to Transp. Projects Online Application Services	Jennifer Barnes	04/27/23	08/18/23	N	\$35,000	\$6,975	\$3,575	20%	06/30/26
WSP, Inc.	U.S. DOT SSFA Technical Support	Gary Simonson	04/27/23	01/08/24	N	\$998,719	\$407,984	\$27,585	41%	06/30/26
ON-CALL										
Cascadia Law Group	On-Call Legal Services	Marc Daily	04/24/25	07/01/25	N	\$225,000	\$23,535	\$201,465	10%	06/30/27
Etairos HR	On-Call Human Resources Services	Thu Le	04/24/25	07/01/25	Y	\$40,000	\$11,150	\$28,850	28%	06/30/27
Francis & Company	On-Call Financial Services	Lili Mayer	06/27/19	03/02/20	Y	\$340,000	\$114,223	\$98,694	34%	02/28/26
						TOTAL	\$4,746,352	\$2,215,021	\$1,430,055	
* Staff Directory										
** Qualify or identify as Small/Minority/Women/VOB/Disadvantaged Business Enterprise as defined by WA State OMWBE? (Y/N)										
*** A list of Completed Contracts is available on request.										
Small Contract Status Report										
Small contracts are those contracts having a value \$10,000 and under. Authorization from the Operation Committee is not needed for approval.										
Contractor	Description	Project Manager	Board Approved	Date Issued	% DBE/ WBE*	Contract Amount	Amount Paid	Amount Remaining	% Billed	Contract End Date
Operating Leases										
	Description					Minimum Annual Payments:				
						FY 2023	FY 2024	FY 2025	Thereafter	Totals
Copiers NorthWest Copier Lease	36 months beginning November 2020					\$5,784	\$8,250	\$8,250	\$8,250	\$30,534
Granicus Web Streaming & Closed Captioning	24 months beginning June 2023					\$28,052	\$25,444	\$26,717	\$26,177	\$106,391
Waterfront Holdings/1201 Third Ave.	New lease begins June 1, 2024					\$1,087,920	\$1,022,830	\$664,206	see lease	\$3,665,339
										Contract End Date
										11/30/26
										05/31/26
										01/31/38

**Puget Sound Regional Council
GRANT STATUS REPORT**

5.d

Active Grants									
Granting Agency	Description	Project Lead	Project Number	Grant Amount	Expended as of 1/31/26	Remaining to be Expended	Billed as of 1/31/26	Remaining to bill	Grant Period
CPG Carry Forward Funding FY24-25 CPG Funding (through Sept 30, 2025) total FHWA	Regional Planning	Lili Mayer	Multiple	6,181,572.00	4,662,936.18	1,518,635.82	4,662,936.18	1,518,635.82	7/1/23 - tbd
	Regional Planning	Lili Mayer	Multiple	8,230,568.00	-	8,230,568.00	-	8,230,568.00	7/1/25-6/30/27
				14,412,140.00	4,662,936.18	9,749,203.82	4,662,936.18	9,749,203.82	
RTPO FY24-25	Regional Planning	Lili Mayer	Multiple	1,507,158.00	439,789.00	1,067,369.00	439,789.00	1,067,369.00	7/1/25 - 6/30/27
STBG FY24-25	Regional Planning	Kelly McGourty	Multiple	2,000,000.00	521,739.00	1,478,261.00	521,739.00	1,478,261.00	8/1/25 - 6/30/27
EDA Planning Grant	Regional Planning	Jason Thibedeau	Multiple	300,000.00	285,416.00	14,584.00	275,000.00	25,000.00	4/1/23 - 3/31/26
FY24 FTA 5307 RTP	Regional Planning	Gil Cerise	Multiple	2,500,000.00	2,031,139.00	468,861.00	2,031,139.00	468,861.00	4/3/24 - 3/31/26
USDOT Office of Safety	Safety Action Plans Phase 1	Ben Bakkenta	Multiple	4,860,363.00	3,492,972.08	1,367,390.92	3,492,972.08	1,367,390.92	5/19/23 - 12/31/26
USDOT Office of Safety	Safety Action Plans Phase 2	Ben Bakkenta	Multiple	2,870,000.00	891,472.22	1,978,527.78	890,627.82	1,979,372.18	4/17/24 - 6/30/27
WSDOT 5310 Special Needs Transp.	Regional Planning	Gil Cerise	002.39.0.0	200,000.00	116,188.98	83,811.02	116,188.98	83,811.02	7/1/25 - 6/30/27
				28,649,661.00				16,219,268.94	
Recently Completed									
FY22 FTA 5307 RTP	Regional Planning	Gil Cerise	Multiple	2,500,000.00	2,500,000.00	-	2,500,000.00	-	1/5/22 - 3/31/24



Joint Board Session On Addressing Underserved Communities In Our Region

Thursday, April 30
10:00 AM — 12:00 PM
Hybrid Meeting

PSRC hosted four joint board sessions focused on underserved communities in 2021 – 2023. A new series is planned, and the first session will revisit the importance of building inclusive and resilient communities with opportunity for all in the Puget Sound region. Designed for both new and returning board members and their staff, the session will provide a timely refresher to support the development of effective strategies for today’s political climate. All PSRC board members are highly encouraged to attend.

RSVP information coming soon.



Summer Planning Academy (SPA) for High School Students

Are you curious about how cities grow, change, and develop? Have you ever wondered how governments decide where train lines should go? Do you have ideas about how to make our communities better places for everyone? If so, you should apply for the Summer Planning Academy (SPA)!



Puget Sound Regional Council



The Puget Sound Regional Council (PSRC) is looking for high school students from King, Snohomish, Pierce, and Kitsap counties who want to learn about urban planning in our region and share ideas about how to make the central Puget Sound region a better place to live, work, and play.

SPA is a leadership development opportunity offered free of charge to students interested in planning a better future for our region. The program encourages students to think creatively about how better planning can help people lead better lives.

Upon successful completion of SPA, students are eligible to receive a **\$500** scholarship. SPA sessions will take place in Downtown Seattle on July 29, 31, August 5, and 7.

Applications are due **May 18**.

To learn more about PSRC, SPA, and to apply, go to www.psrc.org/our-work/summer-planning-academy or scan the QR code.

Questions? Email us at spa@psrc.org.



2026 GENERAL ASSEMBLY

Save the Date



Thursday, May 28, 2026

10:00 a.m. — 1:00 p.m.

**Seattle Convention
Center – Summit
900 Pine St,
Seattle, WA 98101**

This annual meeting is a key opportunity for members to vote on major decisions, including the adoption of PSRC’s budget and the election of officers. **All mayors, county executives, commissioners, and councilmembers from PSRC member jurisdictions and tribes are eligible to vote** and are strongly encouraged to attend. We ask that at least one elected official from your jurisdiction participate to help establish a quorum.

We look forward to gathering with you—please save the date!

**Registration will open in
early April.**



Puget Sound Regional Council