



Puget Sound Regional Council

Operations Committee

Thursday, June 25, 2026 • 9:30 – 9:50 a.m. **note 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 office](#).
- 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 office.
- **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) – Executive Ryan Mello, Chair

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 April 23, 2026
- b. Approve Vouchers Dated April 13, 2026, Through June 3, 2026, in the Amount of \$2,601,607.86.

4. Action Items

- a. Approve Contract Authority for State Legislative Consultants
- b. Approve Budget Amendment and Increase Contract Authority for Consultant Services for the Third Survey Wave (2027) of an Eight-Year Household Travel Survey Program

5. Information Items

- a. New Employee Status Report
- b. Monthly Budget Report
- c. Contract Status Report
- d. Grant Status Report

6. Next Meeting:

Thursday, July 23, 2026, 9:30 – 9:50 a.m.

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

April 23, 2026

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

CALL TO ORDER AND ROLL CALL

Executive Ryan Mello, Operations Committee Chair, called the meeting to order at 9:30 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 shared that the committee would change its start time to 9:30 a.m.

Chair Mello welcomed new members: Mayor Rob Putannssu, Port Orchard (member) and Commissioner Axel Strakeljahn, Port of Bremerton (alternate) as new representatives for Kitsap County and Other Cities and Counties in Kitsap County.

Roll determined that there was a quorum.

COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA – ACTION ITEMS

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

- a. Approve Minutes of Meeting held February 26, 2026
- b. Approve Minutes of Meeting held March 26, 2026
- c. Approve Vouchers March 13, 2026, through April 6, 2026, in the Amount of \$1,174,443.47.

The motion passed.

ACTION ITEM: RECOMMEND ADOPTION OF FISCAL YEARS 2026-2027 SUPPLEMENTAL BIENNIAL BUDGET AND WORK PROGRAM

Andrew Werfelmann, PSRC, shared that the Operations Committee began its work developing the current Supplemental Budget in September 2025. The committee finalized its work December 2025, posting a full draft Supplemental Budget to the website which was shared with PSRC's policy boards. No comments were received.

Mr. Werfelmann shared that the draft Supplemental Budget represents a \$3.8 million increase in revenues and expenditure, most of which was carryover from the prior year of the biennium. Additionally, funds were included to support the housing program. The committee is being asked to recommend approval of the draft Supplemental Budget.

The committee asked if the federal government has implemented new restrictions or requirements on the use of funds. PSRC staff shared that some grants have included new conditions which are the subject of a current lawsuit. An injunction is in place prohibiting the enforcement of those conditions. Committee members inquired about the timeline of litigation. PSRC staff shared that the arguments have been heard and are awaiting judgement though it is expected for litigation to be ongoing.

It was moved and seconded (Wahl/Low) to

- 1. Recommend that the Executive Board approve the Proposed FY 2026- 2027 Supplemental Biennial Budget and Work Program and recommend adoption by the General Assembly on May 28, 2026.**
- 2. Recommend that the General Assembly adopt Resolution PSRC-A-2026- 02 authorizing the submittal of the adopted Fiscal Year 2026-2027 Supplemental Biennial Budget and Work Program.**

The motion passed.

ACTION ITEM: APPROVE CONTRACT AUTHORITY FOR CONSULTANT SERVICES FOR INCLUSIVE OUTREACH AND ENGAGEMENT CONSULTANT

Robin Koskey, PSRC, shared that PSRC is working to make our virtual spaces for board and committee meetings and our website more accessible. Several steps need to be taken to comply with ADA and web accessibility standards. Additionally, PSRC will also continue efforts to deepen outreach with community members especially as we look ahead to update agency plans. PSRC will be working with a consultant to provide training for staff, help improve meetings and content on PSRC's website and continue outreach to community members for feedback on agency work.

It was moved and seconded (Wahl/Simpson) to Recommend the Executive Board authorize the Executive Director to enter a consultant contract for inclusive outreach and engagement for up to \$50,000.

The motion passed.

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

The committee reviewed monthly reports and noted upcoming events. Committee members requested information about available internships at PSRC. Staff would respond with the information and provide the relevant contact information.

NEXT MEETING

Due to the General Assembly, the committee will not meet in May. The next committee meeting is scheduled for Thursday, June 25, 2026.

ADJOURN

The meeting adjourned at 9:50 a.m.

ATTACHMENTS

- A. Attendance April 23, 2026

PSRC Operations Committee 2026 - April 23, 2026

03.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	MYR Rob Putaansuu, Port Orchard	1
		COM Axel Strakeljahn, Port of Bremerton Alt.	
Pierce County	1	Executive Ryan Mello	1
		Alt.	
Pierce County Cities/Towns	1	MYR Stan Flemming, University Place	
		CM Jeff Sproul, Orting Alt.	1
Snohomish County	1	CM Sam Low	1
		CM Jared Mead Alt.	
Snohomish County Cities/Towns	1	MYR Pro Tem Bryan Wahl, Mountlake Terrace	1
		CM Jacob Walker, Monroe	1
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			7



Puget Sound Regional Council

June 18, 2026

CONSENT AGENDA

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Vouchers Dated April 13, 2026, Through June 3, 2026, in the Amount of \$2,601,607.86**

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>
04/13/26 - 06/03/26	AP Vouchers	\$ 972,163.82
04/15/26 - 05/29/26	Payroll	\$ 1,629,444.04
		\$ 2,601,607.86

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



Puget Sound Regional Council

June 18, 2024

ACTION ITEM

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Contract Authority for State Legislative Consultants**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter into a contract in excess of \$10,000. A request is being made to authorize a consultant contract to provide strategic information and advice on state budgets and legislation and provide government relations support.

RECOMMENDED ACTION

Recommend the Executive Board authorize the Executive Director to enter into one or more contracts for consultant services for state legislative monitoring and government relations support. The total budget for consultant work is not to exceed \$220,000 over a 3-year period.

BUDGET IMPACT

The adopted Biennial Budget and Work Program for Fiscal Years 2026-2027 includes funding for this project.

DISCUSSION

State Legislative Consultant

Since 2023, PSRC's Executive Board adopts a yearly Recommendations to the Washington State Legislature to advance the region's priorities including: expanding transportation investments, increasing affordable housing, reducing greenhouse gas emissions and sustaining a strong economy. These policy and budget areas have

been active priorities for the legislature as reflected through policy bills and budgets. There is an ongoing need to monitor legislative activity to ensure PSRC leadership and staff are aware of developments and impacts on regional priorities.

The Transportation Budget is an area of particular concern as gas tax revenue is forecasted to continue to decline and additional resources are needed to implement the newly adopted 2026 Regional Transportation Plan (RTP).

Since the 2024 Legislative Session, PSRC has contracted for state legislative consultative services to monitor and report on budgets and bills advancing through the legislature. Staff and leadership found having someone on the ground in Olympia extremely useful and are therefore seeking authority to continue as part of the Government Relations and Communications' work program. We anticipate increasing our engagement in Olympia during the 2027 legislative session to work toward implementing the 2026 RTP and finding an alternative for the gas tax.

The consultant will:

- Provide PSRC with services to relay real-time information on state legislation and programs, with a particular focus on transportation-related legislation and budgets.
- Schedule meetings with legislative leadership, key legislators and agency staff, both in the interim and during the legislative session
- Assist with bill tracking and monitoring
- Provide weekly reports during the legislative session
- Deliver updates to the Executive Board as needed

This work is anticipated to be ongoing over the next three years. We anticipate the consultant will charge a regular monthly fee that will be the same amount each month. The consultants will provide a list of activities performed with each monthly invoice.

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



Puget Sound Regional Council

June 18, 2026

ACTION ITEM

To: Operations Committee

From: Josh Brown, Executive Director

Subject: **Approve Budget Amendment and Increase Contract Authority for Consultant Services for the Third Survey Wave (2027) of an Eight-Year Household Travel Survey Program**

IN BRIEF

Authorization by the Executive Board is required for the Executive Director to enter or amend a contract in excess of \$10,000. This request is to authorize an increase in the consultant contract to perform work on the third wave (2027) of PSRC's eight-year Puget Sound Regional Household Travel Survey Program. PSRC received a Congressionally Directed Spending award to enhance this work. Staff are seeking approval to amend the budget to reflect the additional revenue.

RECOMMENDED ACTION

1. Amend the budget to add \$500,000 in contributions from a Congressional Directed Spending award for the third wave (spring 2027) of an eight-year Puget Sound Regional Household Travel Survey Program, and to increase the authorized consultant expenditures by the same amount.
2. Authorize the increase in contract authority by \$500,000 plus match of \$78,035 to conduct the third wave (spring 2027) of an eight-year Puget Sound Regional Household Travel Survey Program.

BUDGET IMPACT

The adopted FY 2026-2027 biennial budget includes \$500,000 to conduct the third wave of the Puget Sound Regional Household Travel Survey in spring 2027. The additional revenue is from a Congressionally Directed Spending award to enhance this

survey. The total amount for survey work in 2027 is \$1,078,035. Future surveys are subject to budget availability and approval.

DISCUSSION

In 2022, the Executive Board authorized budget and contract authority for the first survey wave (2023) of an eight-year [Puget Sound Regional Household Travel Survey \(HTS\) Program](#). Three additional survey waves were planned, but not funded or approved, for 2025, 2027, and 2029. Following a competitive request for proposal process, PSRC entered a contract for the full eight-year HTS program, subject to future budget availability and approval for the second through fourth survey waves. In 2024, the Executive Board authorized budget and contract authority for the second (2025) survey wave.

The first two survey waves of the current HTS program were conducted in spring 2023 and spring 2025. Those datasets are publicly available on the [PSRC Data Portal](#). Data produced by the travel survey is used by PSRC and many member agencies to develop travel behavior models that support transportation planning. In addition, the surveys have been used to build household location models used in land use analyses. The biennial survey approach (i.e., conducting a survey every other year) also provides information for performance measures, such as mode choices in regional centers, and for before-after studies of infrastructure improvements.

PSRC has a long history of conducting travel surveys, dating back to the 1960s. In the first few decades, relatively large surveys were conducted every eight to ten years. In recent times, we found the multi-year, frequent survey approach to be more cost-effective and timely for collecting data needed for monitoring and modeling regional travel and land use patterns. We have been better able to track transportation changes over time and respond to unexpected influential events such as COVID-19 and technological advances. Frequent surveying has allowed us to build staff knowledge and internal computing systems that would not be feasible on a more sporadic cycle. Finally, the more frequent surveying approach reduces initial survey startup efforts since each survey design and analysis phase will occur more often and with a smaller time gap since last survey.

The HTS is an immensely rich dataset and supports many uses. There is, however, room for improvement. Recognizing the potential to better understand travel in the four-county region and represent its residents, particularly harder to reach communities (e.g., lower income households, people without vehicles, people in rural areas), PSRC applied for Congressionally Directed Spending funds to help support the 2027 HTS. In early 2026, PSRC was awarded \$500,000 to help gather more data. These funds will add to the \$578,035 including match in the adopted FY 2026-2027 biennial budget for consulting services to implement the next survey in 2027. The total amount for survey work in 2027 is \$1,078,035.

For additional information, please contact Brian Lee, Ph.D., Program Manager – Data Solutions and Research, at blee@psrc.org or 206-971-3270.



Puget Sound Regional Council

June 18, 2026

INFORMATION ITEM

To: Operations Committee
From: Josh Brown, Executive Director
Subject: **New Employee Status Report**

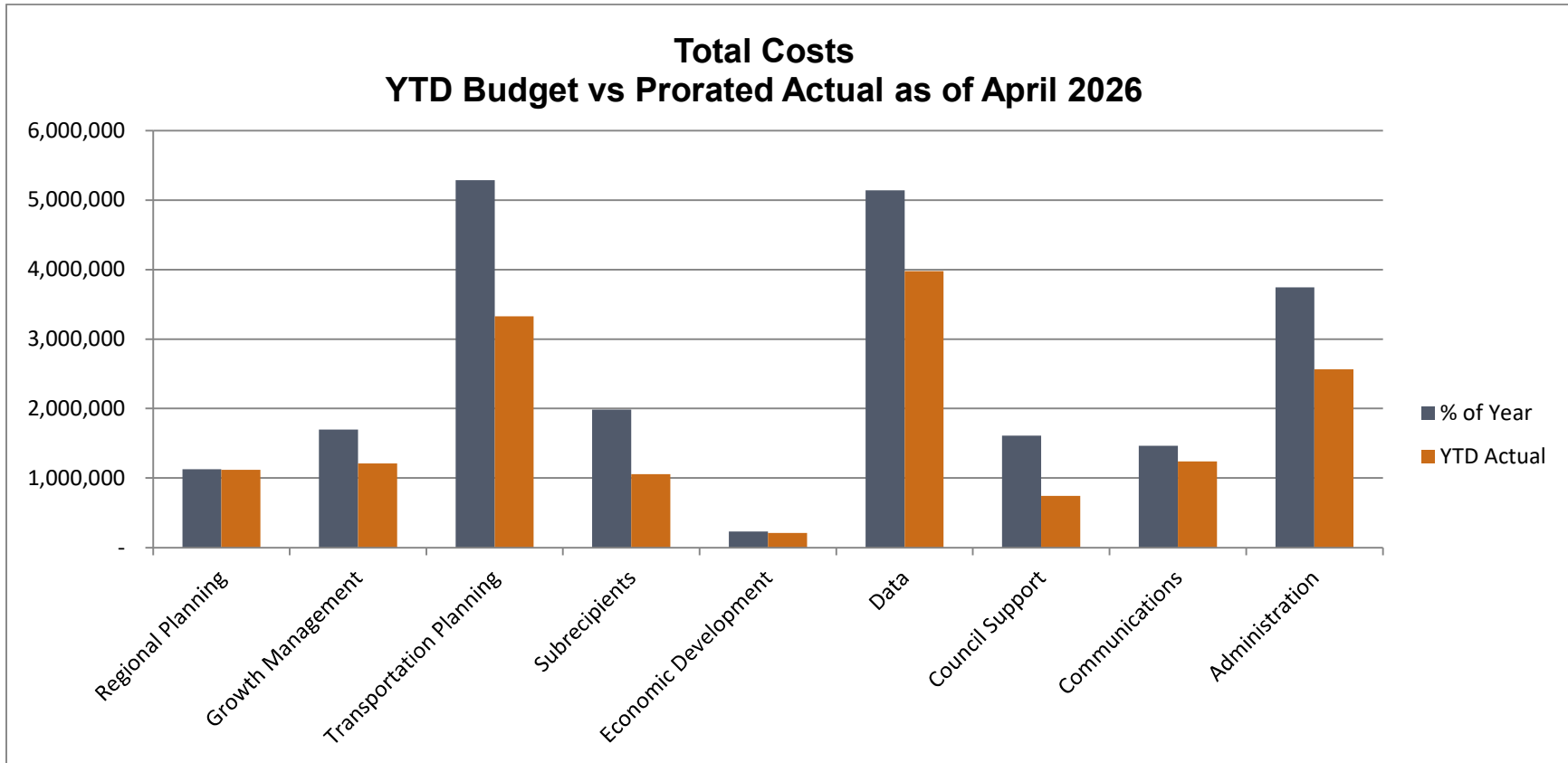
PSRC has three new employees:

Ana Cordes – Transportation Planning Intern, Transportation Planning

Evelyn Shelton – Planning Intern, Growth Management Planning

Hannah Davock – Accounting Assistant, Administrative Services

For more information, please contact Thu Le, HR Manager, at tle@psrc.org or 206-464-6175.



Budget as of May 2026 Supplemental 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. 83% of the fiscal year has been completed.

76.0% of labor, 21.7% of consultant budget not including Safe Streets and Roads for All Subrecipients, and 62.2% of direct budget has been expensed.

44.4% of total Subrecipient budget has been expensed for both Safe Streets and Roads for All programs. Grants run for 5 years.

Most of the consultant budget has not been expensed.

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 6/11/2026

5.c

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										
Uncommon Bridges	Housing Data & Policy Platform Tool Outreach and Engage	Alyssa Quinn	09/18/25	03/09/26	N	\$95,000	\$7,579	\$87,421	8%	11/30/26
Manatt Government Strategies, LLC	Federal Policy and Grant Consultant Services	Robin Koskey	03/26/26	05/27/26	N	\$250,000	\$0	\$250,000	0%	02/29/28
AMENDED										
COMPLETED										
Jennifer Ziegler Public Affairs Consulting, Inc.	WA State Legislative Monitoring	Robin Koskey	04/25/24	05/10/24	Y	\$160,000	\$64,000	\$64,000	40%	04/30/26
Holland & Knight	Federal Affairs and Funding Consultant Services	Robin Koskey	06/27/24	12/20/24	N	\$275,000	\$207,913	\$67,087	76%	12/31/27
PROJECT SPECIFIC										
AMPORF	Travel Model Software Development Cooperative	Stefan Coe	07/28/22	09/01/22	N	\$210,000	\$140,000	\$35,000	67%	06/30/28
Blue Raster	GIS and IT Services	Carol Naito	07/27/23	10/02/23	N	\$99,960	\$26,173	\$40,239	26%	06/30/27
Fehr & Peers	Regional Transit Access Assessment	Gil Cerise	09/26/24	03/24/25	N	\$125,000	\$84,965	\$40,035	68%	06/30/26
Holland & Knight	Federal Affairs and Funding Consultant Services	Robin Koskey	06/27/24	12/20/24	N	\$275,000	\$207,913	\$67,087	76%	12/31/27
HR&A Advisors	Housing Data & Policy Platform Tool Development	Robin Koskey	09/18/25	01/29/26	N	\$330,000	\$133,950	\$196,050	41%	11/30/26
PC Bennett Solutions	Enterprise Resource Planning Software System	Lili Mayer	12/07/23	07/10/24	Y	\$400,000	\$132,364	\$141,162	33%	06/30/34
Resource Systems Group	2023 Household Survey Program - Wave 2	Brian Lee	03/24/22	10/12/22	N	\$901,673	\$783,417	\$81,005	87%	08/31/26
Seitel Systems	Information Systems and Network Support Services	Kathryn Johnson	04/24/25	07/01/25	N	\$50,000	\$47,325	\$2,675	95%	06/30/27
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
Upanup, Inc	Website Support	Carolyn Downs	09/22/22	10/01/22	N	\$96,000	\$16,180	\$57,885	17%	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	\$420,604	\$14,965	42%	06/30/26
ON-CALL										
Cascadia Law Group	On-Call Legal Services	Marc Daily	04/24/25	07/01/25	N	\$225,000	\$26,585	\$198,415	12%	06/30/27
Etairos HR	On-Call Human Resources Services	Thu Le	04/24/25	07/01/25	Y	\$40,000	\$11,450	\$28,550	29%	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	\$5,141,352	\$2,479,749	\$1,560,326	

* [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.

Operating Leases	Description	Minimum Annual Payments:				Totals	Contract End Date
		FY 2023	FY 2024	FY 2025	Thereafter		
Copiers NorthWest Copier Lease	36 months beginning November 2020	\$5,784	\$8,250	\$8,250	\$8,250	\$30,534	11/30/26
Granicus Web Streaming & Closed Captioning	24 months beginning June 2023	\$28,052	\$25,444	\$26,717	\$26,177	\$106,391	05/31/26
Waterfront Holdings/1201 Third Ave.	New lease begins June 1, 2024	\$1,087,920	\$1,022,830	\$664,206	see lease	\$3,665,339	01/31/38

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
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**Puget Sound Regional Council
GRANT STATUS REPORT**

5.d

Active Grants									
Granting Agency	Description	Project Lead	Project Number	Grant Amount	Expended as of 4/30/26	Remaining to be Expended	Billed as of 4/30/26	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	6,181,572.00	-	6,181,572.00	-	7/1/23 - tbd
	Regional Planning	Lili Mayer	Multiple	8,230,568.00	1,642,414.44	6,588,153.56	1,642,414.44	6,588,153.56	7/1/25-6/30/27
				14,412,140.00	7,823,986.44	6,588,153.56	7,823,986.44	6,588,153.56	
RTPO FY24-25	Regional Planning	Lili Mayer	Multiple	1,507,839.00	628,270.00	879,569.00	628,270.00	879,569.00	7/1/25 - 6/30/27
STBG FY24-25	Regional Planning	Kelly McGourty	Multiple	2,000,000.00	904,749.66	1,095,250.34	904,749.66	1,095,250.34	8/1/25 - 6/30/27
EDA Planning Grant 2023-2026	Regional Planning	Jason Thibedeau	Multiple	300,000.00	300,000.00	-	300,000.00	-	4/1/23 - 3/31/26
EDA Planning Grant 2026-2029	Regional Planning	Jason Thibedeau	Multiple	210,000.00	12,800.22	197,199.78	-	210,000.00	4/1/23 - 3/31/26
FY24 FTA 5307 RTP	Regional Planning	Gil Cerise	Multiple	2,500,000.00	2,497,880.00	2,120.00	2,497,880.00	2,120.00	4/3/24 - 3/31/26
USDOT Office of Safety	Safety Action Plans Phase 1	Ben Bakkenta	Multiple	4,860,363.00	3,671,669.93	1,188,693.07	3,671,669.93	1,188,693.07	5/19/23 - 12/31/26
USDOT Office of Safety	Safety Action Plans Phase 2	Ben Bakkenta	Multiple	2,870,000.00	1,387,359.45	1,482,640.55	1,386,515.05	1,483,484.95	4/17/24 - 6/30/27
WSDOT 5310 Special Needs Transp.	Regional Planning	Gil Cerise	002.39.0.0	200,000.00	160,881.38	39,118.62	160,881.38	39,118.62	7/1/25 - 6/30/27
				28,860,342.00					11,486,389.54
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